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|  | <b>SERVICES PROVIDER</b>                  |  |
|  | <b>Parking and Bus Billing Management</b> |  |
|  | <b>PARK STATION</b>                       |  |

## 1.SCOPE OF THE DESIRED SOLUTION

To appoint one (1) service provider to provide Parking and Bus Billing Management services at Johannesburg Park Station for a period of 12 months.

## 2.BACKGROUND

The current parking and bus billing management contract with “**Kondi Management Services** is coming to an end at the end of February 2026, and a new service provider is required to manage Park Station Parking and Bus Billing Management systems

## 3.Detailed Scope of works and Specification of the work or Products or Service required:

### Extent of the scope of work: Parking management system

- Total management of the parking system at park station for the following parking
  - Main Rissik parking at Rissik Street mezzanine parking
  - Lower ground floor parking entrance at Leyds entrance
  - Tenants parking lower ground
  - Tenants parking Rissik Street.
  - Slipway parking

**NB: Plan must be submitted to cover the following: private vehicles entries, SBV, Hotel, Emergency cars, day to day parking.**

- Extent of works for parking includes but not limited to the following:
  - Manage the parking facility on 24 hours seven days a week including public holidays.

- Bank the cash from pay point machines into PRASA Cres Bank account daily. -PRASA currently having a First National Bank, at Park Station.
- Oversee and facilitate the maintenance of the parking system in accordance with the manufacturer's requirements
- Mend and administer the parking control room.
- Attend to clients with queries or have lost tickets
- Compile and manage a business continuity management plan in case the systems are down and not fully functional. -e.g., if no power at Park Station or if the system is not operational a full plan must be submitted of how operations will continue.
- Conduct daily reconciliation – Report to be submitted on a daily, weekly and monthly basis to Prasa. Parking revenue collected for the previous days and current collections.
- Compile and submit weekly incidents reports to centre management
- Compile and submit daily, weekly and monthly performance reports to centre management.
- Compile and recommend operational efficiencies and effectiveness intervention to centre management as and when opportunities arise for continuous improvement.
- Emptying of pay station as and when required on daily basis, - A full plan of action must be presented that will cover the risk factors, time slots must also be presented.

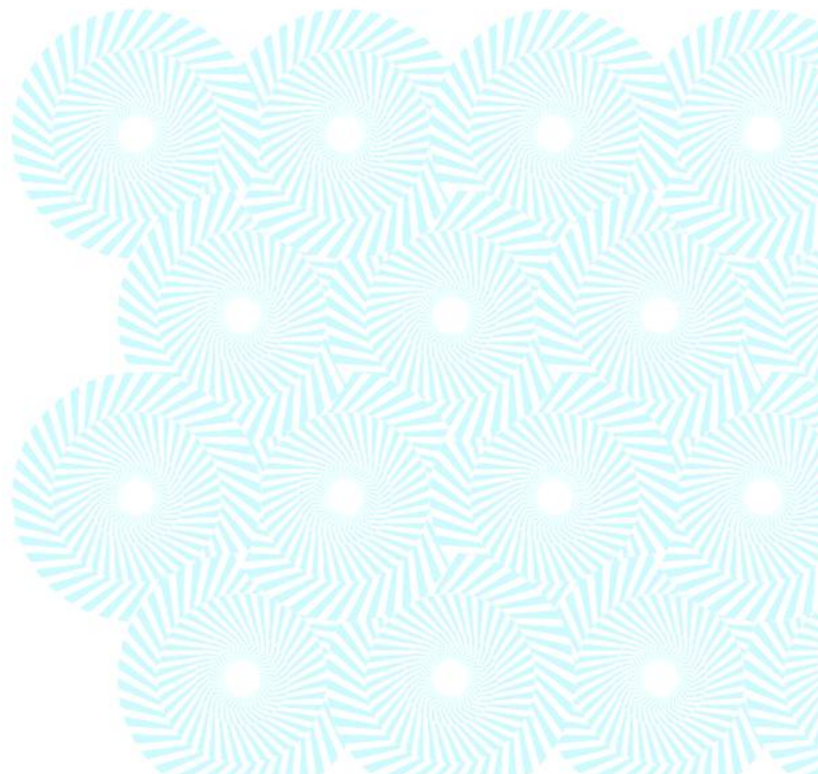
**NB: The Current Parking Equipment onsite is Designa OEM.**

#### **Extent of the scope of work: Bus Billing system**

- Total management of Bus billing system at park station for the following:
  - Bus entrance –Leyds entrance and exit
  - Bus exit –Rissik exit
- Extent of works for bus billing system include but not limited to the following:
  - Provide cashless tariff collection methods. Buses to be billed on monthly basis
  - Provide effective software for automation of the system
  - Consolidate and send daily, weekly and monthly reports to Centre management office per bus operator
  - Manage the loading facility and system 24hours seven days a week including public holidays.



- Attend to bus operator's queries
- Design and present full process flow in respect of access, loading, exit points, billing
- in line with the current traffic flow within the facilities.
- You must quote on bus billing using Euphoria system.
- Advise on the hardware required for improvement of the operations.
- Compile and management a business continuity management plan
- Conduct daily reconciliation of system reports
- Compile and submit weekly incident reports to Centre management
- Compile and submit monthly performance reports to Centre management
- Compile and recommend operational efficiencies and effectiveness interventions to Centre management as and when opportunity arise for continuous improvement
- Oversee and facilitate the maintenance of the Bus billing system in accordance with the manufacturer's requirements
- **NB: Park Station is currently using the Euphoria system; it will be advisable to contact the service provider directly for costs that must be included in your monthly pricing.**





## 4. PRICING SCHEDULE

### Parking Management Services

#### Staff Cost

| Description   | Qty | Shift Hours            | Rate Per Month per Staff | Total Per Month Excluding Vat |
|---|-----|------------------------|--------------------------|-------------------------------|
| Onsite Contract Manager                                       | 1   | 06h00 to 18h00 (12hrs) |                          |                               |
| Onsite Supervisor   | 2   | 06h00 to 18h00 (12hrs) |                          |                               |
| Parking and Bus Billing attendants                            | 6   | 06h00 to 18h00 (12hrs) |                          |                               |
| Onsite supervisor   | 1   | 18h00 to 06h00(12hrs)  |                          |                               |
| Parking and Bus Billing attendants                            | 3   | 18h00 to 06h00(12hrs)  |                          |                               |
| <b>Total Parking Management (staff Compliment) (excl vat)</b> |     |                        |                          |                               |

#### Equipment and Operational Expenses

| Description                     | Quantity | Monthly rate | Total Cost-Excl Vat |
|---------------------------------|----------|--------------|---------------------|
| Office Furniture                | 12       |              |                     |
| Computer Equipment              | 12       |              |                     |
| Telephone and Cellphone         | 12       |              |                     |
| Cleaning                        | 12       |              |                     |
| Two-way radios                  | 12       |              |                     |
| <b>Office Consumables</b>       |          |              |                     |
| Tickets                         | 12       |              |                     |
| Seals and Bags                  | 12       |              |                     |
| Ribbons                         | 12       |              |                     |
| Receipt Rolls                   | 12       |              |                     |
| Print and stationery            | 12       |              |                     |
| <b>Other Expenses</b>           |          |              |                     |
| Bus Billing software            | 12       |              |                     |
| Bus Billing Hosting and support | 12       |              |                     |
| consumables                     | 12       |              |                     |
| Signage                         | 12       |              |                     |
| Cash in Transit                 | 12       |              |                     |
| IT infrastructure               | 12       |              |                     |
| Monthly reports expenses        | 12       |              |                     |



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| <b>Equipment and operational cost (excl vat)</b> |
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| <b>Maintenance of Equipment</b>                  |          |                             |                     |
|--|----------|-----------------------------|---------------------|
| Description                                      | Quantity | Monthly rate                | Total Cost-Excl Vat |
| Maintenance of Equipments                        | 12       |                             |                     |
|  |          | Maintenance cost (excl vat) |                     |
| <b>Equipment and operational cost (excl vat)</b> |          |                             |                     |

| <b>Allowance to repair/replace of Parking/ Bus billing of Parking Equipment</b> |          |              |                     |
|---|----------|--------------|---------------------|
| Description   | Quantity | Monthly rate | Total Cost-Excl Vat |
| Provisional sum for repair/replace damaged equipment.                           | 1        | Sum          | R700 000.00         |
|   |          |              |                     |

**Note: This money will be used on client approval as and when repairs are required on site**

| <b>Summary of Total Cost Summary</b>                   |                   |
|--|-------------------|
| Description  | Total Annual Cost |
| Total Parking Management (staff Compliment) (excl vat) |                   |
| Equipment and operational cost (excl vat)              |                   |
| Maintenance (excl vat)                                 |                   |
| Provisional sum for repair/replace damaged equipment.  | R700 000.00       |
| Sub total  |                   |
| Vat @ 15%  |                   |
| Grand Total  |                   |

