



Parking Improvement Proposal

***A PROPOSAL TO:
The Student Senate of Metropolitan State University***

December 3, 2012

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Summary

The Parking Improvement Committee proposes to the Student Senate that it provide \$10,708.00 of funding to achieve more efficient parking at the Metropolitan State University St. Paul campus. In support of the Parking Improvement Committee’s proposal, it conducted student surveys and researched information of other educational institutions’ parking methods.

The purpose of the proposal is to inform the school board of the concerns and issues experienced by the students of Metropolitan State University. The approval of the funding for the parking lot would decrease the level of inconvenience for students and increase accessibility of entry and exit methods.

By approving this funding, the Student Senate will propagate its mission by being the mediator of the students and the University. As representatives of the students, the Student Senate will support the proposal by distributing discussions and forums of the issues. The Student Senate will also inform the school board of its students’ needs.

Introduction and Purpose

Metropolitan State University provides a functional and reliable parking system to the students that attend classes at the University. However, the Parking Improvement Committee has experienced concerns and issues with the current parking system.

To overcome this problem, we request the Student Senate to authorize and support our plans of improvement for the parking system. The concerns with the current parking system at Metropolitan State University include, but are not limited to:

- Lack of accessibility to exit and enter the parking area
- Lack of variety in payment method options
- Cost of daily parking

In our proposal provide Metropolitan State University an opportunity to consider a more efficient and organized parking system so that the students may attend class with ease and affordability.

To support our proposal, we conducted surveys about the current parking system, distributing them to students to fill out and provide feedback/comments. We performed research by interviewing peers who attend other educational institutions to find out how their parking systems differ from Metropolitan State's system. The research includes how the parking systems meet the needs of the students attending the educational institutions, and how it impacts the students from a financial standpoint.

Furthermore, we formed a budget to implement our proposal by contacting contractors that have the necessary background skills and experience to complete a project of this type. The contractors also have the necessary knowledge in parking lot construction to estimate the majority of the costs, such as appropriate equipment, tools, and labor required for the project.

In our proposal, we outline the timeframe the project will entail and provide reasonable and accurate deadline dates. This information will help the Student Senate with its decision to accept our proposal.

Proposed Parking Renovations

If the Student Senate approves our proposal, we will take the following actions:

Hire a Contractor

We will acquire quotes from various contractors to select the best fit for our parking system. The Parking Improvement Committee will find a general contractor, who will supervise all aspects of the renovation.

Discuss with IT Department

Our team will set up a meeting with the IT department to discuss their contribution to the improvement of the parking system. Our plan is to provide the students the ability to simply scan their student ID's and be on their way. In order to do this, we would need the IT department to synchronize the student ID's and the parking scanners.

Purchase Materials

We will determine if our proposed suppliers of materials are still the best value (Nice, King Masonry, and Minnesota Outdoor Solutions). These companies have the highest reputation for quality and affordability in the region.

Schedule Renovations

The Parking Improvement Committee will formulate a schedule that does not conflict with students' academic lives. We will coordinate the renovations during non-school hours.

Inform the Students and Faculty

The Parking Improvement Committee will inform the students and faculty of the parking system changes. We will assure everyone that they will have comprehensive knowledge of their payment options and actions needed to set up their payment plan.

Begin Renovations

After we have compiled a great team of contractors, informed the appropriate parties, purchased the materials, and have set up a compatible renovation schedule, we will begin to execute the reconstruction of the parking lot.

Schedule

Item #	Task	11/14	11/30	12/10	12/15	12/17	12/20	
1	Quotes & Contracting	[Task duration bar]						
2	Plan/Develop with IT Dept.		[Task duration bar]					
3	Purchase Materials			[Task duration bar]				
4	Inform the Students & Faculty					[Task duration bar]		
5	Start Renovations						[Task duration bar]	

Detailed Objectives

- This proposal would help students depart school quicker and with more ease by creating another exit lane to allow more ways to depart and by installing ID scanners as an alternative to interacting with the parking lot attendant.
- This proposal would help students financially. Students would have the opportunity to prepay at a cheaper rate (i.e. Semester rate: \$80; Yearly rate: \$150 or continue with a daily rate: \$2.50). Students would also be able to continue to come and go as they please, if they prepay, which would provide students greater convenience.
- This proposal would provide the school with money in bulk. As students prepay, the school would have the money available to begin the renovations.
- This proposal would increase convenience in payment methods. The exits would allow students to pay with credit, debit, Higher One card, prepaid card, or cash.

Audience Analysis

Primary Audience:

- Metropolitan State University Student Senate

Secondary Audiences:

- Metropolitan State Students
- Metropolitan State Faculty and Staff

Why will the audience be reading this document?

The Student Senate is a student-governed body that is intelligent, educated, and analytical. The Student Senate is responsible for considering all student perspectives. The secondary audience is primarily faculty and students that are concerned with the current parking system. They will most likely not be reading this document, unless it progresses through the Student Senate process.

What are the audiences' expectations?

The Student Senate will expect to have a professional and coherent proposal presented to them. Their attitudes will be open-minded, but neutral to properly analyze our proposal. However, the Student Senate pledges to consider all student perspectives for University policies. The secondary audience will expect our information to be accurate. The Metropolitan State University students want to be represented properly. We must be careful to have accurate and representative information.

How will the Student Senate use this document?

The Student Senate will use our document to decide whether or not our proposal needs to be addressed. They may initially skim it, but if we construct an appropriate proposal they will study it carefully. They will refer to our document to also decide whether the budget plan or the proposal as a whole is realistic enough to initiate. The Student Senate modifies University policies based on the quality and urgency of the proposal.

Qualifications and Experience

As students, we do not have any field experience. However, we have spent countless hours reviewing other successful parking systems and spent a lot of time pondering the frustrations of our current system. We will have professionals who we can consult with during the entire project. We will continue to build our qualifications and our experience through the entire process of the project.

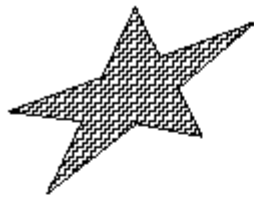
The project we are proposing involves some intensive renovations to the current layout of the Metropolitan State student parking area. It will require multiple teams of highly skilled people collaborating together to complete the project. We will use a bidding process to find the appropriate candidate. The best candidate will be chosen based on the cost of their services, their experience in the industry, and by reviewing some of their prior accomplishments.

We will first hire the help of a consulting team that has experience designing parking systems. The consulting team will review our blueprints to ensure that our plan is accurate and feasible. We will then incorporate any recommendations we receive from the consulting team into our design.

Electricians will be hired to install the new parking pass systems, which will allow the user to use their student ID for the prepaid pass system. The parking pass systems will also be capable of accepting cash or credit card, eliminating the need for human cashiers. We will also hire a contractor to construct the proposed new exit lane to help traffic outflow.

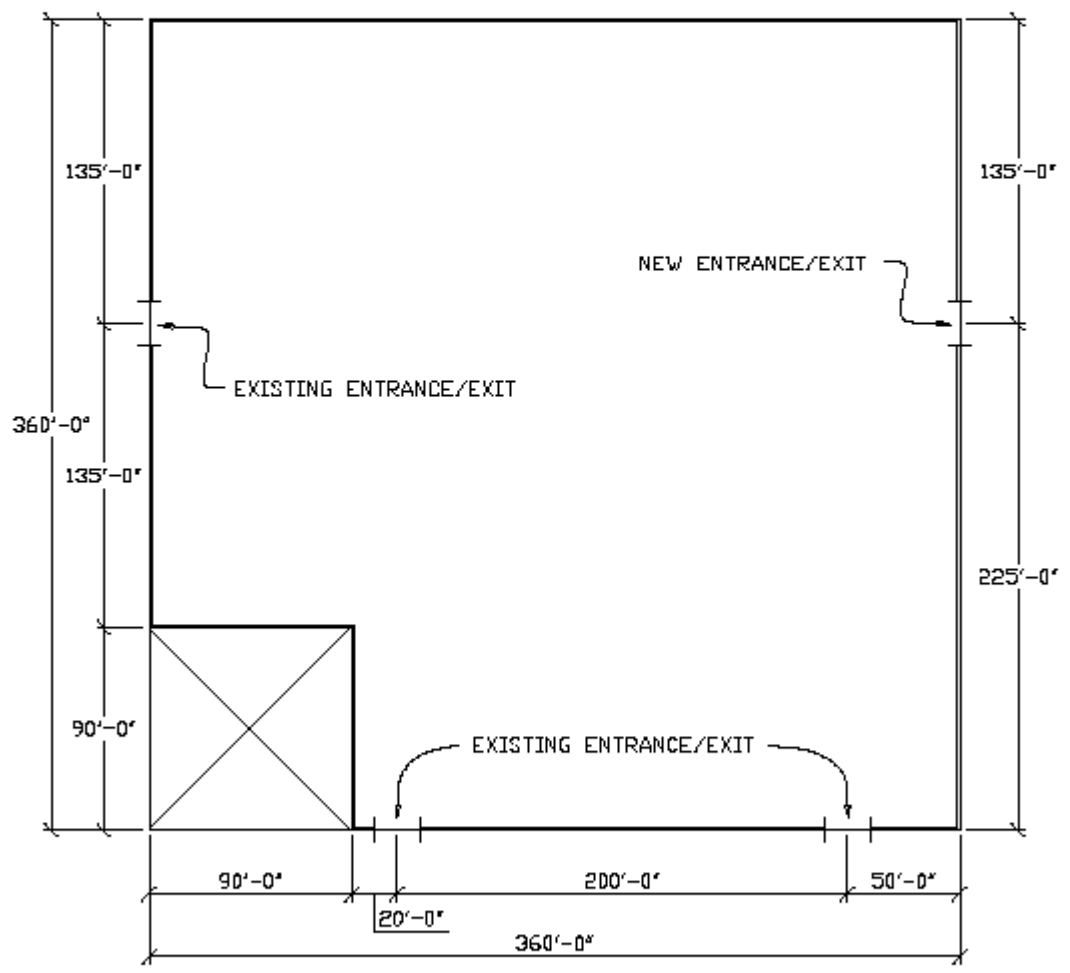
We are confident that if we are granted the ability to go forward on this proposal, the qualified builders, electricians, and consultants that we work with during this project will be more than qualified for the task at hand.


Appendixes



DARE AND ASSOCIATES, LLC

Architectural and Civil Consulting
631 LICHFIELD ROAD WINSTON-SALEM, NC
PHONE 701.426.1353



 **PARKING LOT PLAN VIEW**
SCALE: 1/64" = 1'-0"

Budget

The following is an itemized budget for the suggested parking lot renovations. The Parking Improvement Committee requests \$10,708.

Item #	Description of Item	Source (Company)	Quantity	Individual Cost	Cost
1	Parking Gate	Nice	1	\$978	\$978
2	ID Scanner	MagTek Swipe	3	\$75	\$225
3	Contractor	King Masonry	1	\$5,000	\$5,000
4	Cement	King Masonry	100 ft	\$30/ft	\$3,000
5	Leveling	King Masonry	4 ft	\$45/ft	\$180
6	Foundation	King Masonry	100 ft	\$4/ft	\$400
7	Reinforcements & Sealing	King Masonry	100 ft	\$0.25/ft	\$25
8	Labor	King Masonry	100 ft	\$7/ft	\$700
9	Relandscaping	Minnesota Outdoor Solutions	20 ft	\$10/ft	\$200
Total					\$10,708

** Every time someone enters the parking lot they have to take a ticket. By using student IDs instead of taking a ticket each time, we estimate the school will save at least 100,000 tickets per year. We don't know the individual costs of the tickets however, if they are only \$0.10 to buy and print, that would save \$10,000.*

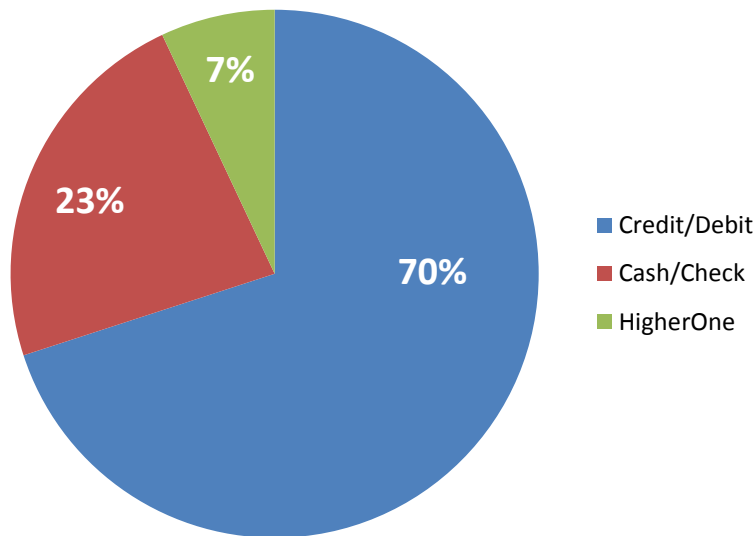
Conclusion

We ask for your help in making the parking at Metropolitan State University an enjoyable, stress free experience for students, faculty, potential students, and visitors. Through our survey, we have found that the majority of students surveyed would prefer a different option of payment not currently offered at Metropolitan State University. With potential students stopping by daily to consider Metropolitan State as a choice in their academic path, it is important that every aspect of our university is seamless. When a student is shopping schools, they should be given an extraordinary experience. You are selling our school to students, and we wouldn't want a potential customer to go a different direction simply because they had a frustrating experience with our parking system.

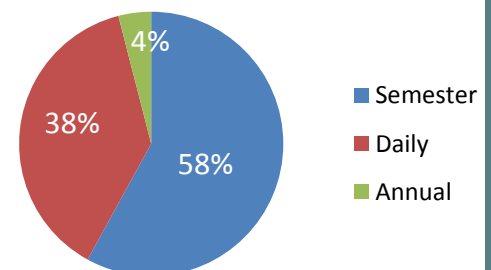
In conclusion, we ask for your help to make Metropolitan State University a smooth and accessible experience. Metropolitan State University should offer students the convenience and affordability from the parking lot to the classroom, so the students can focus their time and attention towards their education. With your support in funding our proposal, the Student Senate encourages potential students to come to Metropolitan State University. It will increase student and faculty satisfaction, and it will make parking easier for the surrounding community. Thank you for your consideration.

Results of Student Conducted Survey of Metropolitan State University Students

Preferred Payment Method



Preferred Time Period of Payments



References

- eHow - http://www.ehow.com/facts_6724027_much-cement-driveway-cost_.html
- Minnesota Outdoor Solutions - <http://mnoutdoorsolutions.com/services/landscaping/>
- Minnesota State University Mankato - <http://www.mnsu.edu/cashiers/>
- St. Cloud State University - http://www.stcloudstate.edu/parking/parking_permits.a
[sq](#)
- Student Conducted Survey of Metropolitan State University Students
- Wholesale Parking System - <http://wholesaleparkingsystem.com>