



TO: Mayor and Council

FROM: Robert Hinojosa, P.E., Interim Director, Public Works Department
Stephanie Hayden, Deputy Director, Health & Human Services

DATE: November 7, 2016

SUBJECT: CUIR 1788: 24-hour free Public Toilets Downtown
(Resolution No. 20160623-079)

Resolution Overview: City Council adopted Resolution No. 20160623-079 which directed the City Manager to: 1) take steps to immediately procure two wheelchair-accessible public toilet facilities, similar to San Francisco's Pit Stop program, and find ways to expedite the procurement process; 2) continue discussions with downtown stakeholders to determine the most promising location for a permanent public toilet facility; 3) identify a funding source and initiate the procurement of a permanent public toilet facility such as a Portland Loo to be approved by City Council; and 4) work with City Hall Building Services staff to proceed with the change necessary for City Hall's outdoor restrooms to be open extended hours.

Steps to procure two wheelchair-accessible public toilets: The Public Works Department (PWD), the Health and Human Services Department (HHS), the Austin Transportation Department (ATD) and the Austin Police Department (APD) are working jointly on this project. PWD is taking the lead in working with Purchasing to acquire two single use ADA portable toilets and the associated services contract for daily cleaning. These units will provide similar services to those used by San Francisco's and San Antonio's pilot programs, but City of Austin does not plan to staff these units with an attendant. Staff selected the single use instead of two person unit because the permanent units are only single use, and staff wants to replicate the permanent unit as much as possible during the pilot stage.

Each unit costs approximately \$32,500, for a total estimated cost of \$65,000. This cost includes a generator for each unit, if needed, to power the station. Note that part of the location criteria during the pilot phase will be to possibly place the unit(s) near an appropriate electrical source. Staff can fulfill two locations under the pilot program. Both units would be equipped with a hand sanitizer and would be cleaned at least once per day, and ideally twice, depending on the condition of the unit. Staff is currently working on the necessary service contract to ensure these units are cleaned on a regular basis. In contrast to the cost stated above, the estimated cost for San Francisco's pilot program was \$136,000 to fulfill one location with two standard units on a trailer and an attendant.

Staff intends to purchase rather than rent these units given that the difference in cost was minimal. Further, purchasing allows the City to have these units for future events following the completion of the pilot program.

Steps to identify site locations: PWD, HHS, APD and ATD have identified several locations downtown that could serve as pilot locations. One of the key criteria is that the selected sites must be near an APD HALO camera location. The reason for this was two-fold. First, staff will

be able to observe use and frequency and secondly for site security. Staff is working with APD to capture and retain video footage for analysis.

Stakeholder Engagement: HHS facilitated stakeholder meetings and met with Mayor Pro Tem Tovo's office to provide an update on the equipment available for this pilot program. Staff will conduct community meetings to discuss the locations that have been identified in the downtown area to determine the first two pilot locations. These meetings are planned for late November and December in order to have units placed by January.

Funding: Funding has been established in the FY17 budget. PWD, HHS, and the Austin Transportation Department (ATD) worked with the budget office to set-up the appropriate funding and transferred the funding identified from Council Members Tovo's and Garza's Offices from the FY16 Budget. ATD will provide the funding for the pilot project, installation, and initial maintenance from the Parking Fund. PWD and HHS will include the annual funding cost in the FY2017-18 budget.

Changes to City Hall's outdoor restrooms to be open extended hours: Effective 8/21/16, the Building Services Department (BSD) is allowing public access to the outside City Hall restrooms when security staff are present. The current schedule is as follows:

- 6:30 AM – 11:30 PM, Monday through Friday
- 8:00 AM – 4:00 PM, Saturday and Sunday
- No security on City Holidays or when City Hall is closed

Additionally, BSD is reviewing its existing security contract to determine feasibility to extend City Hall security services beyond its current hours on weekends.

Memorandum of Understanding: PWD, HHS, APD and ATD are working on a Memorandum of Understanding (MOU) that will identify roles and responsibilities as we move forward with the project.

Other Considerations: PWD will be responsible for the installation and placement of the toilets. After receiving community input, staff will make recommendations to City Council based on the following:

- Community feedback
- Safety: Possible view of APD cameras
- Heavy pedestrian traffic
- Well-lit area
- Wide parkway for installation
- Within a certain proximity to required utilities

Updates: Staff will provide progress updates to Council on this project as milestones are reached.

If I may be of further assistance, please contact me at 512-974-7065 or James Snow at 512-974-9795.

CC: Elaine Hart, Interim City Manager
Robert Goode, Assistant City Manager
Greg Canally, Interim Chief Financial Officer
Robert Spillar, Director, Austin Transportation Department
Eric Stockton, Building Services Officer

James Scarboro, Purchasing Officer
David Magana, Acting Assistant Director, Public Works
James M. Snow, Assistant Director, Public Works
Anthony Segura, Financial Manager, Austin Transportation Department