



Temple University
Office of Parking Services- Health Sciences Center

MEMORANDUM

TO: All HSC Student & Employee Parkers

FROM: Don Caccia, Vice President – TUHS Insurance & Risk
Richard Rumer, Associate Vice President for Business Services

DATE: February 15, 2005

SUBJECT: **Separation of Hospital & University HSC Parking Operations**

Temple University Health Systems has decided to begin management of all Hospital Parking garage operations, which includes the CMC Garage, the Ontario East Garage, the Ontario West Garage, and the E.P.P.I. Lot, under the direction of DLC Management, Inc., and Allied Security.

Temple University Parking Services will continue to manage HSC parking operations, which consist of the Battersby Parking Area, the Tioga West Parking Area, the Amtrak Parking Area, in addition to a new HSC Garage, which is scheduled to open in late '05.

The effective date of this transition/management change will be March 1, 2005.

It is the intention of both Temple University and the Temple University Health System that our customers, who include students, patients, employees, and visitors who have business at the University and the Hospital, will, in no way, be inconvenienced by this change in parking management.

During the course of the transition, management teams within the Health Systems and the University will be working closely to ensure that the same level of services are provided within both parking operations.

Temple Parking Services and DLC Management, Inc. intend to work closely together, sharing the same quarters at the Parking Office, located on the first floor of the Ontario West Garage. This will continue even after the transition is complete, and will extend until Temple Parking Services relocates to new offices in the New HSC Garage (next Oct. - Dec.), which is currently under construction.

Allied Security will replace Securitas, Inc. security personnel in the 3 Health Systems' Garages on March 1, 2005. Securitas, Inc. will continue their security/cashier functions at all of the other University-operated HSC surface parking areas, while DLC Management will assume all cashier functions at all Hospital-operated parking garages.

All student-related parking sign-ups/cancellations, including Rotation students' parking needs, Amtrak parking for both students & employees, and all Special Use parking will continue to be processed by Temple Parking Services, out of the Ontario West Garage Office, located on the first floor of the garage.

All employee parking garage payroll deduction starts, stops, changes (including those for the E.P.P.I. Lot), and all garage cash handling, valet parking, the distribution of departmental Parking Privilege Cards, and Employee Evening Discount Cards will now be processed/managed by DLC Management, Inc., also out of the Ontario West Garage Office, located on the first floor of the garage. The appropriate telephone numbers and FAX numbers are as follows:

	<u>Telephone #:</u>	<u>FAX #:</u>
Temple Parking Services:	215-707-2277 215-707-5626 215-707-5337	215-707-1914
DLC Management, Inc.:	215-707-6868 215-707-4498 215-707-5463	215-707- (to be assigned)

We thank you for your cooperation, as we strive to continue providing safe, convenient and affordable parking for all of our students, patients, employees, and visitors who park in University-operated surface parking areas and Temple Health Systems' parking garages.