

Agenda Report

DATE: July 14, 2014

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: CONTRACT EXTENTSION TO INTER-CON SECURITY SYSTEMS, INC.
FOR CITYWIDE PARKING ENFORCEMENT SERVICES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the following proposed actions are exempt from review pursuant to the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3); and
2. Authorize the City Manager to enter into a one year contract extension with Intercon Security Systems, Inc. for citywide parking enforcement services on designated streets, lots and parking structures in an amount not to exceed \$600,000 for the one-year term of the extended contract.
3. Grant the proposed contract an exemption from the competitive selection process of the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code Section 4.08.049 (B), contracts for which the City's best interest are served.

BACKGROUND

The City's Parking Enforcement Program currently consists of four full time and four part time Parking Enforcement Representatives employed by the City. The program is supplemented with contract personnel who provide dispatch, parking patrol and related services. The current contract with Inter-Con Security Services, Inc. expires on July 31, 2014.

The deployment over the last year of an integrated parking citation and permit management system has altered the means and methods by which the enforcement of parking regulations are carried out in Pasadena by introducing more automation into the process. As a consequence, the type and amount (numbers of person-hours) of enforcement activities has been under evaluation. While the parking management system has been deployed and is functioning, several of the functions of the system have experienced delays of up to six months which has limited the determination of the levels of enforcement necessary. This delay has reduced the time available for the development of an RFP for enforcement services to the extent that there is now insufficient time for a selection process for the next multi-year agreement to occur before the current enforcement services contract expires.

To avoid a disruption of parking enforcement services, staff is recommending a one year contract extension with the current vendor, Inter-Con Security Services, Inc., in the amount of \$596,376 under the terms of the existing agreement.

This contract extension will allow for parking enforcement services to be carried out uninterrupted while the modified needs for enforcement services under the parking management system can be defined and incorporated into a RFP, which would be issued and a subsequent contract awarded.

As agreed to in the original contract, the contractor shall perform citywide parking enforcement services 24 hours a day, seven days a week, except on certain holidays and when it is determined that it is in the best interest of the City to suspend enforcement services.

The new contract is expected to begin on August 1, 2014 and end on July 31, 2015.

COUNCIL POLICY CONSIDERATION:

The proposed action is consistent with the following goal of the Strategic Plan: Maintain Fiscal Responsibility and Stability.

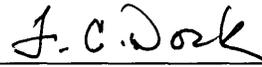
ENVIRONMENTAL ANALYSIS:

This contract extension with Inter-Con Security Systems, Inc., is exempt from CEQA per section 15061 (b) (3), the General Rule. The General Rule can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment. The proposed action will not result in any new development or physical changes.

FISCAL IMPACT

The cost of this action will be \$ 596,376. Funding for this action will be addressed by the utilization of existing budgeted appropriations in account(s) 8114-101-774100, Other Contract Services. It is anticipated that 100% of the cost will be spent during the 2015 fiscal year.

Respectfully submitted,



FREDERICK C. DOCK

Director

Department of Transportation

Prepared by:



Charles Kindred
Parking Manager

Approved by:



MICHAEL J. BECK
City Manager

Attachments: (4)

Attachment A – Contract #19950

Attachment B – Amended Contract # 19950-1

Attachment C – Tax Payer Protection Amendment (TPA)

Attachment D – Insurance Documents