



Agenda Report

September 17, 2018

TO: Honorable Mayor and City Council

FROM: Department of Transportation

**SUBJECT: AMENDMENT TO CONTRACT NO. 21192 WITH T2 SYSTEMS, INC.
FOR AN INTEGRATED PARKING MANAGEMENT SYSTEM**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed actions are exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3); and
2. Authorize the City Manager to amend Contract No. 21192 with T2 Systems, Inc. to increase the contract amount by \$98,293 (including a 10% contingency), thereby increasing the total not-to exceed amount from \$847,209 to \$945,502 through October 31, 2019; and
3. To the extent, this could be considered a separate procurement subject to the Competitive Selection Process, it is further recommended that the City Council grant the proposed contract an exemption from the Competitive Selection Process pursuant to Pasadena Municipal Code (P.M.C.) Section 4.08.049(B), contracts for which the City's best interests are served.

BACKGROUND:

In October 2011, staff prepared and distributed a Request for Proposals (RFP) to obtain a parking citation and permit management system that included the replacement of outdated handheld ticket writing units, a customer web portal, and reporting capabilities. Three proposals were received, and based upon proposal evaluation staff recommended the award of the contract to T2. On September 24, 2012, City Council authorized the City Manager to enter into a contract with T2 for an integrated parking management system in the amount of \$747,322 for a five-year period. The original contract with T2 expired on October 29, 2017.

On September 25, 2017, City Council authorized a one-year extension of the contract with T2 in the amount of \$99,887. The contract extension expires on October 31, 2018.

Staff is recommending one final extension of the T2 contract. An extension to October 31, 2019, will allow time for staff to advertise a competitive selection process, return to City Council with a recommendation, and to implement the solution. T2 has agreed to extend the contract until October 31, 2019, for the amount of \$98,293, which includes a 10% contingency.

It is in the City's best interest to approve the extension as it provides for parking citation and permit processing, including citation and permit issuance and tracking, payment tracking and other division-critical functions. Allowing the contract to expire would result in a substantial loss of revenue to the City's general fund.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goal to maintain fiscal responsibility and stability.

ENVIRONMENTAL ANALYSIS:

The project has been reviewed for compliance with the California Environmental Quality Act and is exempt per Section 15061 (b) (3). The project is covered by the general rule that CEQA only applies to projects that have the potential for causing a significant effect on the environment. The integrated parking management system contract will not result in any significant effect on the environment.

FISCAL IMPACT:

The cost of this action will be \$98,293, including a 10% contingency, for this 12-month extension of the contract for a revised total contract value of \$945,502. Funding for this action will not require additional budget appropriation and will be utilized from existing FY 2019 budget appropriations and future planned budget appropriations in account 10124006-811400.

Respectfully submitted,



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Director

Department of Transportation

for

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Approved by:



STEVE MERMELL
City Manager