



Agenda Report

December 10, 2018

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH TIBA PARKING FOR THE PURCHASE AND INSTALLATION OF A NEW PARKING ACCESS AND REVENUE CONTROL SYSTEM

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment;
2. Authorize the City Manager to enter into a contract, as a result of a competitive selection process pursuant to Pasadena Municipal Code Section 4.08.047, with TIBA Parking Systems for the purchase and installation of a new parking access and revenue control system (PARCS) for the Paseo Subterranean, Marengo, Los Robles, Holly Street, Del Mar Station, Schoolhouse, DeLacey and Marriott garages for an amount not to exceed \$3,258,594, which includes a 15 percent contingency;
3. Authorize the City Manager to enter into a ten year contract, with TIBA Parking Systems for the maintenance of PARCS not to exceed \$858,406, which includes a 15 percent contingency; and
4. Appropriate \$3,258,594 for capital purchase from Fund 407 Off-Street Parking Facilities unappropriated fund balance to the various garage organizations in Fund 407 as listed in the Fiscal Impact section of this Agenda Report.

EXECUTIVE SUMMARY:

The various Parking Access and Revenue Control Systems (PARCS) in eight of the nine parking garages owned by the City and operated by the Department of Transportation have reached or exceeded their useful lives and require replacement. The PARCS in the ninth garage, Plaza Las Fuentes, was replaced in 2015. On September 24, 2018, the Department of Transportation released a request for proposals

(RFP) to solicit proposals for installation and maintenance of a consolidated PARCS for all eight garages for a ten year period. Four companies submitted proposals. A staff panel rated the proposals and recommends that the proposal from TIBA Parking Systems of Columbus, OH be selected. None of the proposers are local Pasadena businesses.

The Department of Transportation recommends appropriating \$3,258,594 in FY 2019 for capital costs from projected year-end unappropriated fund balance in Off-Street Parking Facilities Fund 407 for the purchase of the equipment. Ongoing maintenance costs totaling \$858,406 will be programmed into the Department of Transportation's annual operating budget beginning in Year 3. Annual maintenance cost from Year 3 to Year 5 is \$86,278, annual maintenance cost from Year 6 to Year 8 is \$94,366, and annual maintenance cost from Year 9 to Year 10 is \$102,254.

The current unappropriated fund balance in Off-Street Parking Facilities Fund 407 is approximately \$1,500,000. Fund 407 is projected to end Fiscal Year 2019 with an unappropriated fund balance of approximately \$4,000,000.

BACKGROUND:

The City owns nine parking garages located in the Civic Center and Old Pasadena areas. The current PARCS in the three Old Pasadena garages (Schoolhouse, DeLacey and Marriott) is Zeag and was installed in 2005. The current PARCS in five of the Civic Center garages (Holly, Paseo Subterranean, Los Robles, Marengo and Del Mar) is SkiData. SkiData was installed in the Paseo garages (Paseo Subterranean, Los Robles and Marengo garage) in 2000; in the Del Mar garage in 2006; and in the Holly garage in 2005. PARCS generally last eight to ten years. The PARCS in each of these eight garages has reached the end of, or far exceeded, its useful life and needs to be replaced. On August 27, 2018, a recommendation for replacement of the existing PARCS system was presented to council, but after concerns were raised about a proposal and scoring, staff undertook a new process.

For this new process, representatives from fourteen companies attended the mandatory Pre-Proposal meeting held on October 3, 2018. On October 25, 2018, the following four companies submitted proposals:

- Amano McGann, Inc. (Amano) Yorba Linda, CA
- Sentry Control Systems LLC (Sentry) Los Angeles, CA
- TIBA Parking Systems, (TIBA) Columbus, OH
- WPS USA, Corp (WPS) Glendale, CA

Sentry currently provides maintenance and support for the Paseo Subterranean, Marengo, Los Robles, Holly and Del Mar garages.

The proposals were reviewed and evaluated by a committee of representatives from the City of Pasadena on the basis of the following criteria:

Criteria	Weight
Management and Approach	15%
Experience and Staff	15%
Attributes	10%
References	15%
System Functionality	20%
Price	15%
Local Pasadena Business Preference	5%
Small and Micro-Business Preference	5%
Total	100%

The table below provides the average total score received by each of the four companies:

Company	Score
TIBA	74.1
Amano	68.2
Sentry	66.5
WPS	58.0

The proposal by TIBA was rated highest on the basis of their comprehensive system functionality, installation project management and approach, company and staff experience with similar installations, and price. On the basis of the above findings, staff recommends award of the contract to TIBA Parking Systems. Installation of PARCS is estimated to begin in spring 2019.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council’s goal to improve, maintain and enhance public facilities and infrastructure. It also supports and promotes the quality of life and the local economy.

ENVIRONMENTAL ANALYSIS:

The project has been reviewed for compliance with the California Environmental Quality Act (CEQA) 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 PARCS contract will not result in any significant effect on the environment.

FISCAL IMPACT:

The total cost of this action is \$4,117,000 (\$3,258,594 for the purchase of the equipment and \$858,406 maintenance for Year 3 through Year 10), which includes a 15 percent contingency.

The following table represents the project cost summary:

One-Time Capital Cost:	
Purchase and Installation (includes Year 1 and Year 2 warranty and maintenance)	\$ 2,833,560
15% Contingency	\$ 425,034
Total One-Time Capital Cost	\$ 3,258,594
Ongoing Maintenance Cost:	
Ongoing Maintenance beginning in Year 3 through Year 10	\$ 746,440
15% Contingency	\$ 111,966
Total Ongoing Maintenance Cost	\$ 858,406
Total Contract Amount	\$ 4,117,000

The Department of Transportation recommends appropriating \$3,258,594 in FY 2019 for capital costs from projected year-end unappropriated fund balance in Off-Street Parking Facilities Fund 407 to the following accounts:

Garage	Account	Base Amount	Contingency	Total Amount with Contingency
Holly Street	40724009-850600	\$250,070.17	\$37,510.53	\$287,580.70
Schoolhouse	40724023-850600	\$370,719.63	\$55,607.94	\$426,327.57
DeLacey	40724024-850600	\$241,004.99	\$36,150.75	\$277,155.74
Marriott	40724025-850600	\$146,887.51	\$22,033.13	\$168,920.64
Marengo	40724029-850600	\$216,486.49	\$32,472.97	\$248,959.46
Los Robles	40724030-850600	\$279,745.08	\$41,961.76	\$321,706.84
Paseo Subterranean	40724031-850600	\$1,007,009.70	\$151,051.46	\$1,158,061.16
Del Mar	40724032-850600	\$321,636.43	\$48,245.46	\$369,881.89
	Total	\$2,833,560.00	\$425,034.00	\$3,258,594.00

Ongoing maintenance costs totaling \$858,406 will be programmed into the Department of Transportation's annual operating budget, in their respective parking garage accounts under object code 811400, beginning in Year 3. Annual maintenance cost from Year 3 to Year 5 is \$86,278, annual maintenance cost from Year 6 to Year 8 is \$94,336, and annual maintenance cost from Year 9 to Year 10 is \$102,254.

The current unappropriated fund balance in Off-Street Parking Facilities Fund 407 is approximately \$1,500,000. Fund 407 is projected to end Fiscal Year 2019 with an unappropriated fund balance of approximately \$4,000,000.

In January, staff will return to Council seeking approval for tax-exempt financing of the TIBA PARCS equipment. Fund 407 will then be reimbursed through the Equipment Lease agreement with Chase.

Respectfully submitted,



FREDERICK C. DOCK
Director
Department of Transportation

Prepared by:



Jon Hamblen
Parking Manager

Approved by:



STEVE MERMELL
City Manager

Attachment (1):

Attachment A – PARCS Evaluation Sheet