

# Agenda Report

June 22, 2020

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Transportation  
**SUBJECT: AUTHORIZATION TO INCREASE THE NOT TO EXCEED AMOUNT OF CONTRACT 31372 WITH TIBA PARKING SYSTEMS**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the increase in contract number 31372 with TIBA Parking Systems is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3); and
2. Authorize the City Manager to increase the not to exceed amount for contract 31372 with TIBA Parking Systems for the installation of a new parking access and revenue control system in eight city-owned garages by \$108,000, from \$3,258,594 to \$3,366,594, as detailed in the Fiscal Impact section of this report; and
3. To the extent this transaction could be considered a separate procurement subject to competitive selection, grant the proposed contract with TIBA an exemption from the Competitive Selection process set forth in the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code Section 4.08.049 (B), contracts for which the City's best interests are served.

## **BACKGROUND:**

The City owns nine parking garages located in the Civic Center and Old Pasadena areas. On December 10, 2018, City Council approved the award of a contract to replace the Parking Access and Revenue Control Systems (PARCS) in eight (8) of the nine (9) garages. PARCS generally have a life cycle of eight to ten years and the PARCS in each of these eight garages have reached the end of or far exceeded their useful life and need to be replaced. The then existing Zeag PARCS in the three Old Pasadena garages (Schoolhouse, DeLacey and Marriott) was installed in 2005. The then existing SkiData PARCS in five(5) of the Civic Center garages (Holly, Paseo Subterranean, Los Robles, Marengo and Del Mar) 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.

Installation of the new TIBA PARCS in the Paseo Colorado Subterranean garage began in October of 2019. As work progressed and the installers were able to access previously inaccessible infrastructure, it was discovered that the existing conduit runs for communication and power were in violation of building codes and would therefore need to be replaced. This was an unexpected expense as the pre-installation inspections of the conduit runs were limited in nature as a more thorough pre-installation inspection would have risked taking the entire existing system permanently offline prematurely.

Additional unexpected expenses include improving internet connectivity in multiple facilities, obtaining additional validators for merchants, installation of bollards for enhanced equipment protection, and other unforeseen infrastructure improvements.

The initial TIBA contract includes a 15% contingency of \$425,034 to address unexpected expenses. The conduit replacement costs total \$410,350, which can be covered by the contingency amount. However, staff is asking for a \$108,000 increase to the not to exceed amount of the contract to cover the remaining additional expenses. This amount includes a 15% contingency for any other items that may arise during the final stages of the installation process.

The PARCS system is now installed in five garages and the remaining three garages are expected to be completed and operational by July 2020.

#### **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.

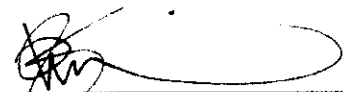
**FISCAL IMPACT:**

The total cost of this action is \$108,000 which includes a 15% contingency.

While the FY21 budget was recently adopted, the Department of Transportation does not have sufficient budget to cover these increased contract costs. Any unspent contract balance at the end of FY20 will be requested to carryforward into FY21 to pay for invoices and work performed after July 1, 2020. Additionally, Staff recommends appropriating \$108,000 for capital costs from 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	\$ 8,289	\$ 1,244	\$ 9,533
Schoolhouse	40724023-850600	\$ 12,287	\$ 1,843	\$ 14,130
DeLacey	40724024-850600	\$ 7,988	\$ 1,198	\$ 9,186
Marriott	40724025-850600	\$ 4,869	\$ 730	\$ 5,599
Marengo	40724029-850600	\$ 7,175	\$ 1,076	\$ 8,251
Los Robles	40724030-850600	\$ 9,271	\$ 1,391	\$ 10,662
Paseo Subterranean	40724031-850600	\$ 33,375	\$ 5,006	\$ 38,381
Del Mar	40724032-850600	\$ 10,659	\$ 1,599	\$ 12,258
	<b>Total</b>	\$ 93,913	\$ 14,087	\$ 108,000

Respectfully submitted,

  
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Department of Transportation

Prepared by:

  
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