

Agenda Report

May 4, 2020

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH CALE AMERICA FOR CALE SOFTWARE FEES AND METER REPLACEMENT PART PROGRAM

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; and
2. Authorize the City Manager to enter into a three year contract beginning FY 2021 with two additional one year options, with Cale America for meter hosting services, labor, and the PartSmart extended warranty program at an annual cost not to exceed \$150,000 per year. The total amount of this contract if all options were exercised would be \$750,000; and
3. Grant the proposed action an exemption from the Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049(B) contracts for which the City's best interests are served, and pursuant to City Charter Section 1002(C), contracts for labor, materials, supplies or contract services available from only one vendor.

BACKGROUND:

The City first installed Cale multi-space parking meters in 2012. Since then, additional parking meters have been purchased periodically and there are now 114 Cale pay-and-display multi-space meters currently in use throughout the City. The parking meters are sophisticated proprietary electronic devices that when purchased included a five-year warranty on parts. All meters have reached the end of their initial five year warranty period.

In FY 2018, the Department of Transportation (DOT) entered into a purchase order agreement with Cale America to provide parts at a flat rate per year for meters via Cale's PartSmart extended warranty program. That approach has proven to be successful and has allowed the Cale meters to run with minimal interruption in service since entering into the PartSmart program. The PartSmart extended warranty program includes replacement of meter parts such as printers, credit card readers and screen displays. These parts are all proprietary, and Cale is the sole provider of these parts.

Cale charges a fee per meter for data connectivity and to access their back-end "Web Office" software system. The Web Office system allows staff to remotely monitor meter condition and revenues, and to check specific transactions to assist with customer service issues.

COUNCIL POLICY CONSIDERATION:

The proposed action is consistent with the City Council's strategic plan goal to maintain fiscal responsibility and stability.

ENVIRONMENTAL ANALYSIS:


This action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061 (b) (3), the General Rule that CEQA only applies to projects that may have an effect on the environment.

FISCAL IMPACT:

The total cost of this action is \$150,000 per year, which includes \$35,170 per year for the PartSmart program, \$63,216 for meter hosting software, and a contingency of \$51,614 to be used as needed for meter parts, paper and repairs not covered by the PartSmart program, and for potential future meter hosting software costs for future additional meters. Funding for this action will be addressed with the utilization of existing annual DOT budgeted appropriations. Various parking meter and off-street parking funds will be used. The following table presents a summary of the funding sources.

Parking Meter Operations	\$116,000
Off-Street Parking Facilities	\$ 6,500
Off-Street Parking Operations	\$ 18,000
General Fund	\$ 9,500
Total Sources	\$150,000

Respectfully submitted,



LAURA CORNEJO
Director
Department of Transportation

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Approved by:



STEVE MERMELL
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