



## Agenda Report

May 18, 2015

**TO:** Honorable Mayor and City Council

**FROM:** Department of Transportation

**SUBJECT: EXTENSION OF CONTRACT NUMBER 19,950-3 WITH INTER-CON SECURITY SYSTEMS, INC. FOR UP TO TWO MONTHS FOR CITYWIDE PARKING ENFORCEMENT SERVICES**

### **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the extension of contract number 19,950-3 with Inter-Con Security Systems, Inc. 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 extend contract number 19,950-3 with Inter-Con Security Systems, Inc. for an additional two months with a not to exceed amount of \$100,000.
3. To the extent this could be considered a separate transaction subject to competitive selection, the City Council is asked to grant this action an exemption based on the best interests of the City being served, pursuant to Pasadena Municipal Code Section 4.08.049(B).

### **BACKGROUND:**

The City's Parking Enforcement Program currently consists of two full-time and three part-time Parking Enforcement Representatives and a Parking Enforcement Supervisor employed by the City. The program is supplemented with contract personnel who provide parking patrol and related services.

In August 2009, following a Request for Proposal process, the City entered into contract number 19,950 with Inter-Con Security Systems, Inc. for supplemental parking enforcement services. The term of the contract was for three years with two optional one-year extensions. On July 14, 2014, the City Council approved an additional one-year extension to the contract to avoid disruption of parking enforcement services while a new parking management system was implemented. Several key functions of the

parking management system experienced delays of up to six months which affected parking enforcement services. The extension allowed for parking enforcement services to be carried out uninterrupted while the parking management system was completely brought online.

The current contract with Inter-Con Security Services, Inc. expires on July 31, 2015. Staff has been developing an RFP based upon the new parking management system and new best practices. A consultant was brought on board to assist in this process and the Department of Transportation is recommending a two month extension to finalize and issue the RFP and select a recommended contractor. The proposed action is in the best interests of the City.

**COUNCIL POLICY CONSIDERATION:**

The proposed action is consistent with the following goal of the Strategic Plan: Maintain Fiscal Responsibility and Stability. It also supports and promotes the quality of life and the local economy.

**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 \$100,000. 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 2016 fiscal year.

Respectfully submitted,

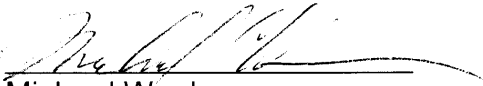


\_\_\_\_\_  
FREDERICK C. DOCK

Director

Department of Transportation

Prepared by:



\_\_\_\_\_  
Michael Woolson  
Management Analyst III

Approved by:



\_\_\_\_\_  
MICHAEL J. BECK  
City Manager