

Agenda Report

December 12, 2016

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Transportation

SUBJECT: AWARD OF PURCHASE ORDER CONTRACT TO PCS MOBILE FOR THE PURCHASE AND MAINTENANCE OF TWO LICENSE PLATE RECOGNITION READERS, FOR AN AMOUNT NOT TO EXCEED \$164,358

RECOMMENDATION:

It is recommended that the City Council

- 1 Find that the proposed purchase is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3), and
- 2 Accept the bid dated August 23, 2016, submitted by PCS Mobile, in response to specifications for Labor and Materials for License Plate Recognition Readers, and
- 3 Authorize the City Manager to enter into a purchase order contract with PCS Mobile, for an amount not to exceed \$164,358, and
- 4 Appropriate \$164,358 from the General Fund (101) unappropriated fund balance to account 10124006-850500 (Parking Enforcement) for the purchase and maintenance of two license plate recognition readers

BACKGROUND:

On October 22, 2012, the City Council authorized the purchase of a mobile license plate reading system which included two license plate readers (LPRs) that replaced obsolete LPR equipment. This LPR equipment serves as an important tool for parking enforcement officers to patrol the over 13,000 non-metered time zoned parking spaces, four City owned surface lots with approximately 900 parking spaces including over 300 monthly parkers, and the nine Preferential Parking Districts throughout the City.

In FY 2016, the Department of Transportation sold over 5,400 annual permits, 289,000 temporary permits and exemptions, and over 49,000 preferential parking permits and hangtags. With the addition of a new Time Limited Preferential Parking District which includes over 14,000 residences and the future implementation of virtual parking permits, two additional LPRs are needed for parking enforcement officers to better patrol the City.

LPR units are able to identify permit holders by license plate rather than requiring Parking Enforcement Officers to verify the presence of a physical permit by getting out of their vehicle. LPRs will make the enforcement process more efficient and allow Parking Enforcement Officers to cover more area during their shifts. It will minimize citizen complaints for being issued a parking citation for forgetting to display their permit and reduce the need for paper permits thereby saving on annual permit costs.

On June 22, 2015, City Council approved a one-time General Fund budget appropriation of \$118,675 to purchase two additional LPRs. The one-time budget appropriation was then reappropriated into FY 2016. Due to challenges with scoping the technical component of the system, the bidding for the two LPRs was delayed. As a result, the budget appropriation of \$118,675 was returned to fund balance at FY 2016 year-end, with plans to return to City Council to request the funds once the scope of services were finalized and bids received.

In accordance with Section 4 08 070 of the Pasadena Municipal Code, the Department of Transportation prepared specifications to furnish labor and materials for two license plate recognition readers. The project advertised in the Pasadena Journal and was listed on the City's website with bids due in August 2016.

In response to the notice inviting bid, PCS Mobile was the only vendor that submitted a bid. The amount of the bid was \$176,708 which includes acquisition of two new LPRs and maintenance of four LPRs (two existing units and two new units). As allowed for in the specifications the Department of Transportation has made adjustments to the quantities of Modems (increased quantity from two to four) and Vendor Support (decreased quantity from \$1 to 25 cents) thereby reducing the bid amount by \$12,350 for a total of \$164,358.

The limited number of bids received is due to the need for the LPR units to work with the existing Genetec Security Center system which requires most vendors to partner with another parking partner solution and subcontract all Genetec AutoVu products with PCS Mobile.

COUNCIL POLICY CONSIDERATION:

This purchase promotes the City Council's goal of maintaining fiscal responsibility and stability by providing more efficient parking enforcement and allowing parking enforcement officers to patrol a greater area of the City during their shifts to ensure meter payments, vehicle turnover, and adherence to parking rules and regulations.

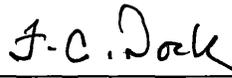
ENVIRONMENTAL ANALYSIS:

This purchase with PCS Mobile 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 \$164,358. Funding for this action will be addressed by an increase in appropriations from the General Fund in the amount of \$164,358 to account 10124006-850500 (Parking Enforcement). The cost of annual maintenance for the LPRs is \$6,900 which will be budgeted annually beginning in FY 2018.

Respectfully submitted,



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FOR

Approved by



STEVE MERMELL
City Manager