

Agenda Report

June 13, 2016

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: AUTHORIZATION TO INCREASE PURCHASE ORDER NO 1162062 WITH CALE AMERICA BY \$24,000 FOR A TOTAL AMOUNT NOT TO EXCEED \$98,930 FOR CALE WEB OFFICE FEES AND PURCHASE OF METER REPLACEMENT PARTS

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 Interim City Manager to increase purchase order 1162062, without competitive bidding pursuant to City Charter Section 1002(C), contracts for labor, materials, supplies or contract services available from only one vendor, with Cale America, for \$24,000 for a total purchase order amount not to exceed \$98,930 for Cale Web Office fees and purchase of meter replacement parts; and
3. It is further recommended that the City Council 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.

BACKGROUND:

One hundred fourteen (114) Cale pay-and-display multi-space meters are currently in use throughout the City. The parking meters accept credit cards which require connectivity over the internet to verify that the credit cards being used in transactions are valid. This is accomplished via the Cale Web Office hosting service that carries a monthly hosting fee of either \$45 (currently at 109 meters) or \$69 (currently 5 meters used for Overnight Exemptions). The parking meters are proprietary hardware and were purchased with five year warranties on parts.

To date, the hosting fees and non-warranty repair costs have been under \$75,000 and handled with an annual purchase order. The prior purchase orders have been granted exemptions from competitive bidding pursuant to City Charter Section 1002(C), contracts for labor, materials, supplies or contract services available from only one vendor. The prior purchase orders have also been granted exemptions 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.

The purchase order developed for FY 2016 failed to address the expiration on warranty of parts from existing meters purchased in 2012. As a result, non-warranty costs have increased and are resulting in the need to increase the purchase order with Cale America by \$24,000 for a total purchase order amount not to exceed \$98,930.

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 cost of this action is \$24,000. Funding will be utilized by existing approved budget and will be distributed as follows:

Account	Amount
10124006-810900	\$ 3,000
21324013-810900	\$ 4,500
21424014-810900	\$ 4,900
21724011-810900	\$ 2,900
22524015-810900	\$ 800
22924017-810900	\$ 500
23224016-810900	\$ 5,200
40724019-810900	\$ 1,000
40724020-810900	\$ 1,200
Total	\$24,000

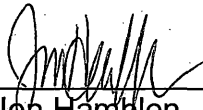
No additional budget appropriation is required.

Respectfully submitted,



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Prepared by:



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Approved by:



STEVE MERMELL
Interim City Manager