

Agenda Report

September 25, 2017

TO: Honorable Mayor and City Council
FROM: Department of Transportation
**SUBJECT: EXTENSION OF CONTRACT NO. 21192 WITH T2 SYSTEMS, INC.
FOR AN INTEGRATED PARKING MANAGEMENT SYSTEM**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the extension of contract number 21192 with T2 Systems, Inc. (T2) is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3);
2. Authorize the City Manager to extend contract number 21192 with T2 for an integrated parking management system through no later than October 31, 2018, for an additional contract amount of \$99,887, including a 10% contingency, as detailed in the Fiscal Impact section of the report; and
3. To the extent this transaction could be considered a separate procurement subject to competitive selection, grant the proposed contract with T2 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:

In October 2011, staff prepared and distributed a Request for Proposals (RFP) to obtain a parking citation and permit management system that included the replacement of outdated handheld ticket writing units, a customer web portal, and reporting capabilities. Three proposals were received, and based upon proposal evaluation staff recommended the award of the contract to T2. On September 24, 2012, City Council authorized the City Manager to enter into a contract with T2 for an integrated parking management system in the amount of \$747,322 for a five year period.

The current contract with T2 expires on October 29, 2017. An extension to October 31, 2018, will allow time for staff to return to City Council with a recommendation. T2 has agreed to extend the contract until October 31, 2018, for the amount of \$99,887, which includes a 10% contingency.

It is in the City's best interest to process this extension as it provides for parking citation and permit processing, including citation and permit issuance and tracking, payment tracking and other division-critical functions. Allowing the contract to expire would result in a substantial loss of revenue to the City's general fund.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goal to maintain fiscal responsibility and stability.

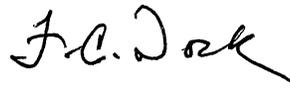
ENVIRONMENTAL ANALYSIS:

The project has been reviewed for compliance with the California Environmental Quality Act 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 parking garage management contract will not result in any significant effect on the environment.

FISCAL IMPACT:

The cost of this action will be \$99,887, including a 10% contingency, for this 12 month extension of the contract for a revised total contract value of \$847,209. Funding for this action will not require additional budget appropriation and will be utilized from existing FY 2018 budget appropriations and future planned budget appropriations in account 10124006-811400.

Respectfully submitted,



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Director
Department of Transportation

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Approved by:



for STEVE MERMELL
City Manager