

Agenda Report

December 17, 2018

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: AUTHORIZATION TO EXTEND CONTRACTS FOR PARKING OPERATIONS INCLUDING OLD PASADENA MANAGEMENT DISTRICT, PARKING CONCEPTS, INC. AND MODERN PARKING, INC. FOR ONE ADDITIONAL YEAR

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the extensions of contract numbers 18934 with Modern Parking, Inc. (MPI); contract number 31188 with Parking Concepts, Inc. (PCI); and contract number 18938 with the Old Pasadena Management District (OPMD) are 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 18934 with MPI for the management of the Holly Street, Del Mar, Paseo Subterranean, Los Robles, and Marengo garages through no later than January 31, 2020 for an additional contract amount of \$2,830,000 as detailed in the Fiscal Impact section of the report; and
3. Authorize the City Manager to extend contract number 31188 with PCI for the management of the Schoolhouse, De Lacey, and Marriott parking garages through no later than January 31, 2020, for an additional contract amount of \$1,436,000 as detailed in the Fiscal Impact section of the report; and
4. Authorize the City Manager to extend contract number 18398 with OPMD for assistance with the management of the Schoolhouse, De Lacey, and Marriott parking garages through no later than January 31, 2020, for an additional contract amount as detailed in the Fiscal Impact section of the report; and
5. To the extent these transactions could be considered separate procurements subject to competitive selection, grant the proposed contracts with MPI, PCI and OPMD 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:

The City of Pasadena owns nine off street parking facilities. The Holly Street, Paseo Subterranean, Los Robles, Marengo and Del Mar garages are directly overseen by the City and are currently managed for the City by Modern Parking, Inc. The Schoolhouse, DeLacey and Marriott garages are overseen by the City with input from the Old Pasadena Management District and are managed by Parking Concepts, Inc. The Plaza Las Fuentes garage is overseen by Downtown Properties, Inc. and is managed by ABM.

The City has had parking related contracts with OPMD since 2003, MPI since 2005, and PCI since January 2018.

On October 23, 2017, the City Council directed staff to return to City Council by the end of 2018 with a recommendation on consolidating to one operator for the eight City garages between the two contractual operators. The City Council also directed staff to extend the agreement with Modern Parking, Inc. for one year, and to enter into an agreement with PCI for one year with both contracts expiring January 31, 2019. At that time, in order to avoid disruption to the operation of the Old Pasadena garages, staff recommended extending the agreement with OPMD as well. OPMD currently assists the City with day-to-day operational oversight of the three Old Pasadena garages, and the City now directly contracts with PCI to ensure proper fiscal oversight.

Staff is requesting these extensions to allow for completion of an audit of City-owned parking garages authorized by the City Council on July 23, 2018. The audit will inform the recommendation for enhancing cost effectiveness and financial controls for parking garage operators for the City-owned garages. Staff expects the audit to be completed during the first quarter of 2019.

COUNCIL POLICY CONSIDERATION:

The City Council's strategic planning goal of maintaining fiscal responsibility and stability will be advanced by amending the contracts with MPI, PCI and OPMD for the management of the Holly Street, Del Mar Station, Paseo Subterranean, Los Robles, Marengo, Schoolhouse, DeLacey and Marriott garages.

ENVIRONMENTAL ANALYSIS:

The proposed amendments with MPI, PCI and OPMD for the management of the Holly Street, Del Mar Station, Paseo Subterranean, Los Robles, Marengo, Schoolhouse, DeLacey and Marriott garages is categorically exempt from the California Environmental Quality Act (CEQA) under section 15061 (b) (3), the General Rule that CEQA only applies to projects which have the potential for causing a significant effect on the environment.

FISCAL IMPACT:

The cost of this action with Modern Parking, Inc., will be \$2,830,000 for this one-year extension of the contract for a total revised contract value at \$30,711,098. The FY2019 approved garage budget included \$1,239,286 for the MPI parking operator contract for February through June 2019. Funding for this action will be addressed by the utilization of existing budgeted appropriations as listed below. It is anticipated that \$1,239,286 of this amount will be spent in FY2019 with the remaining \$1,590,714.16 being spent in FY2020.

| FY 2019 Total Contract Appropriations | | | | |
|--|------------------|--|---------------------------------------|---------------------|
| MPI Contract #18934 | Account | Existing Appropriations (Jul.-Jan.) | Contract Amendment (Feb.-Jun.) | Total |
| Keycard Deposits | 407-315000-41003 | \$ 12,381 | \$ 8,844 | \$ 21,225 |
| Holly Street Garage | 40724009-811400 | \$ 115,559 | \$ 82,541 | \$ 198,100 |
| Marengo Garage | 40724029-811400 | \$ 261,354 | \$ 276,346 | \$ 537,700 |
| Los Robles Garage | 40724030-811400 | \$ 140,760 | \$ 113,940 | \$ 254,700 |
| Paseo Subterranean Garage | 40724031-811400 | \$ 792,400 | \$ 566,000 | \$ 1,358,400 |
| Del Mar Station Garage | 40724032-811400 | \$ 268,260 | \$ 191,615 | \$ 459,875 |
| FY19 REVISED CONTRACT AMOUNT | | \$ 1,590,714 | \$ 1,239,286 | \$ 2,830,000 |

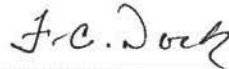
The total cost of this action with the Old Pasadena Management District will be \$297,932 in Fiscal Year 2019. The amount for Fiscal Year 2020 will be determined during the budget process as this is a pass through contract. Funding for this action will be addressed by the utilization of existing budgeted appropriations as listed below.

| FY 2019 Total Contract Appropriations | | | | |
|--|------------------|--|---------------------------------------|----------------------|
| OPMD Contract #18398 | Account | Existing Appropriations (Jul.-Jan.) | Contract Amendment (Feb.-Jun.) | Total |
| Keycard Deposits | 407-315000-41003 | \$ 3,150.00 | \$ 3,150.00 | \$ 6,300.00 |
| Materials, Misc. | 40724026-810100 | \$ 500.00 | \$ - | \$ 500.00 |
| Public Relations | 40724026-830000 | \$ 20,000.00 | \$ - | \$ 20,000.00 |
| Security | 40724026-829700 | \$ 412,563.00 | \$ 211,437.00 | \$ 624,000.00 |
| Repairs/ Maint. | 40724026-829900 | \$ 79,404.00 | \$ 4,596.00 | \$ 84,000.00 |
| Compactor | 40724026-829900 | \$ 8,251.00 | \$ 3,749.00 | \$ 12,000.00 |
| Insurance | 40724026-815600 | \$ 10,000.00 | \$ - | \$ 10,000.00 |
| Schoolhouse Garage | 40724023-811400 | \$ 59,407.00 | \$ 44,250.00 | \$ 103,657.00 |
| Delacey Garage | 40724024-811400 | \$ 32,221.00 | \$ 24,000.00 | \$ 56,221.00 |
| Marriott Garage | 40724025-811400 | \$ 9,062.00 | \$ 6,750.00 | \$ 15,812.00 |
| FY19 REVISED CONTRACT AMOUNT | | \$ 634,558.00 | \$ 297,932.00 | \$ 932,490.00 |

The total cost of this action with Parking Concepts, Inc., will be \$425,448 in Fiscal Year 2019 and \$1,010,552 for the first seven months in Fiscal Year 2020. Funding for this action will be addressed by the utilization of existing budgeted appropriations as listed below.

| FY 2019 Total Contract Appropriations | | | | |
|---------------------------------------|-----------------|-------------------------------------|-------------------------------|------------------------|
| PCI Contract #31188 | Account | Existing Appropriations (Jul.-Jan.) | Contract Amendment Feb.-Jun.) | Total |
| Parking Management | 40724026-829600 | \$ 863,142.48 | \$ 356,857.52 | \$ 1,220,000.00 |
| Repairs/Maint. | 40724026-829800 | \$ 147,409.52 | \$ 68,590.48 | \$ 216,000.00 |
| FY19 REVISED CONTRACT AMOUNT | | \$ 1,010,552.00 | \$ 425,448.00 | \$ 1,436,000.00 |

Respectfully submitted,

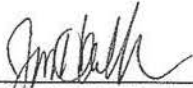


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Director

Department of Transportation

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