

Agenda Report

December 11, 2023

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXTEND CONTRACT 32539 FOR CITY EMPLOYEE PARKING WITH ABM INDUSTRY GROUPS, LLC FOR AN ADDITIONAL SIX MONTH TERM, AND NOT-TO-EXCEED AMOUNT OF \$117,000

RECOMMENDATIONS:

It is recommended that the City Council:

1. Find that the recommended actions are exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines per Section 15061(b)(3), the "Common Sense" exemption that CEQA only applies to projects that may have an effect on the environment;
2. Authorize the City Manager to extend contract 32539 with ABM Industry Groups, LLC to provide 100 parking spaces at the 245 Ramona Street Judicial Council of California parking facility, by \$39,000 for an additional six-month term for a total not to exceed contract amount of \$117,000; and
3. Find that Competitive Bidding is not required pursuant to the City Charter Section 1002(F), contracts for professional or unique services. To the extent this transaction could be considered a separate procurement subject to the Competitive Selection Process, grant the proposed contract with ABM Industry Groups, LLC an exemption from the Competitive Selection Process set forth in the Competitive Bidding and Purchasing Ordinance pursuant to the Pasadena Municipal Code Section 4.08.049 (B), contracts for which the City's best interests are served.

BACKGROUND:

On February 1, 1972, the City entered a 51-year agreement with the First Baptist Church to allow the City to construct and operate a parking garage on a church-owned parcel located at 150 E. Holly Street, also referred to as Holly Street Garage. The

agreement expired on February 28, 2023. Approximately 422 City employees and 41 City vehicles parked in the Holly Garage were displaced.

In January 2023, the City entered into an agreement with ABM Industry Groups, LLC to provide a total of 100 replacement parking spaces within walking distance of City buildings. This contract was put in place to allow time for the City to identify permanent parking solutions for the displaced employees and vehicles and expires December 31, 2023.

Locating suitable long-term parking facilities to accommodate all the displaced employees continues to be challenging. ABM is amenable to providing parking for an additional six-month term with future additional terms subject to availability. This extension with ABM is needed to maintain the 100 spaces currently used by City staff. Staff will continue working to identify alternate long-term parking locations.

Although City Departments pay to provide their employees with parking, DOT continues to administer the employee parking agreements and to collaborate with the City Departments' employee parking needs.

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 CEQA and is exempt per Section 15061 (b) (3), the "common sense" provision of CEQA (formerly the general rule), which applies to projects that may have the potential for causing a significant effect on the environment. The parking agreements will not result in any significant effect on the environment.


FISCAL IMPACT:

This action will cost \$39,000 for the six-month extension, bringing the total not-to-exceed amount of the contract to \$117,000. Funding is available in the FY 2024 operating budget, account 10124006-810600. The breakdown of the agreement is demonstrated in the below table.

Entity	Initial One Year Term	Additional Six-Month Extension	Total
ABM Industry Groups, LLC	\$78,000	\$39,000	\$117,000

Each department pays for their respective employees' parking costs thus, funding for employee parking will continue to use FY24 adopted budget for the ABM parking contract costs.

Respectfully submitted,



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For 

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