



Agenda Report

January 12, 2026

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: AUTHORIZE THE CITY MANAGER TO AMEND CONTRACT 32539 FOR CITY EMPLOYEE PARKING WITH ABM INDUSTRY GROUPS, LLC. TO INCREASE THE CONTRACT AMOUNT BY \$90,000, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$333,000.

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the action proposed herein is not a "project" subject to the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21065 and within the meaning of State CEQA Guideline Section 15378(b);
2. Authorize the City Manager to amend contract 32539 with ABM Industry Groups, LLC. to provide 100 parking spaces for City Employees at the 245 Ramona Street Judicial Council of California parking facility, to increase the contract amount by \$90,000 for an additional twelve-month term, thereby increasing the total not-to-exceed contract amount to \$333,000; 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 that parked in the Holly Garage were displaced.

While the City has entered into agreements with other facilities to provide employee parking for other Departments, the Police Department (PD) requires a facility close to the PD Headquarters with twenty-four-hour access for employees who work varying shifts, which is currently not available elsewhere.

In January 2023, the City Council approved an agreement with ABM Industry Groups, LLC. to provide a total of 100 replacement parking spaces proximate to the Police Department. This contract expired December 31, 2023, and ABM at that time could only extend the agreement for another six months. City Council approved an extension, ending June 30, 2024. ABM agreed to, and the City Manager approved, a twelve-month extension from July 1, 2024, through June 30, 2025. ABM then granted another a six-month extension from July 1, 2025 through December 31, 2025, which the City Manager approved.

ABM has agreed to another twelve-month extension starting January 1, 2026, through December 31, 2026, the longest term currently available.

Although City Departments pay to provide their employees with parking, the Department of Transportation continues to administer the employee parking agreements and to collaborate with the City Departments' employee parking needs. The ABM agreement is specifically entered into for the PD's employee parking.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goals to maintain fiscal responsibility and stability, and to ensure public safety.

ENVIRONMENTAL ANALYSIS:

CEQA excludes, from environmental review, actions that are not “projects” as defined by CEQA Guidelines Section 21065 and within the meaning of Section 15378(b). Sections 21065 and 15378(b) define a project as an action which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Section 15378 excludes from the definition of “project” organizational or administrative governmental activities that do not result in physical changes to the environment. The actions proposed herein, authorizing the City Manager to amend a contract to provide for employee parking at an existing garage, is an organizational or administrative governmental activity that does not result in physical changes to the environment, and therefore is not a “project” as defined by CEQA. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

The cost of the recommended action is \$90,000 for a revised total contract value of \$333,000. The Department will utilize existing FY26 budget appropriation in the General Fund (Fund 101).

Each department pays for their respective employees' parking costs and funding for employee parking will continue to use FY26 adopted budget for the ABM parking contract costs. Funding for employee parking for future years will be budgeted as part of the operating budget process on an annual basis.

Respectfully submitted,



JOAQUIN T. SIQUES
Director, Department of Transportation

Prepared by:



for Dulce Gomez
Assistant Parking Manager

Approved by:



MIGUEL MÁRQUEZ
City Manager