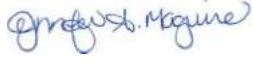


CITY COUNCIL ACTION REQUEST

Department(s): Finance	CEQA: Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment	Coordination: Department of Transportation, City Attorney's Office, City Manager's Budget Office	Dept. Approval: /s/ Julia H. Cooper
Council District(s): Citywide			CMO Approval:  5/28/2020

SUBJECT: FIFTH AMENDMENT TO THE AGREEMENT WITH TURBO DATA SYSTEMS, INC. FOR PARKING CITATION PROCESSING/COLLECTION SYSTEM AND CUSTOMER SERVICE CENTER

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute the Fifth Amendment to the Agreement with Turbo Data Systems, Inc. (Tustin, CA) for Parking Citation Processing/Collection System and Customer Service Center to extend services for up to two (2) additional one-year option terms through June 30, 2022 under the same terms and conditions for a maximum compensation of \$896,465 for July 1, 2020 through June 30, 2021, subject to the annual appropriation of funds.

Desired Outcome: Continue parking citation services and operations, including a customer service walk-in center for the public.

BASIS FOR RECOMMENDATION:

In 2008, the San José City Council adopted a resolution authorizing the Director of Finance to execute an agreement with Turbo Data Systems, Inc. for parking citation compliance and processing services to (1) provide the City with handheld citation-issuing equipment, software licensing and maintenance; (2) process, track, and update parking citations; (3) issue courtesy and past-due notices; (4) provide the City with collection services through the Department of Motor Vehicles registration hold process and special collections; and (5) maintain and staff a customer service walk-in center in downtown San José. The Agreement will expire June 30, 2020.

The City released a Request for Proposal (RFP) for these services in June 2018. In February 2019, the Department of Transportation elected to cancel the solicitation without award to revise the scope and add enhancements such as automated license plate recognition, a geographic information system, and an online portal. Staff is finalizing these requirements for inclusion in a new RFP targeted for release within the next few months. Approval of this recommendation will ensure uninterrupted citation and processing services and allow staff sufficient time to finalize the revised scope, initiate and complete the RFP, negotiate and execute an agreement, and implement and migrate to the new solution and services. The procurement and implementation process is expected to take a minimum of fourteen months, so two additional one-year options are required. The maximum compensation of \$896,465 for July 1, 2020 through June 30, 2021 will pay for parking citation compliance and processing services at the same rates as the current option term ending on June 30, 2020.

Climate Smart San José: No proposed changes to service delivery, programs, or staffing that has significant community/resource impacts, including any negative impact on Climate Smart San José energy, water, and mobility goals.

Commission Recommendation/Input: There is no commission recommendation or input associated with this action.

Office of Equality Assurance: Living Wage or Prevailing Wage, whichever is higher, is applicable to this Agreement.

This action is consistent with the City's 2020-2021 Proposed Operating Budget, specifically with the following priorities of the City Service Area of Transportation and Aviation Services as they relate to parking services, a designated core service: 1) Provide well-maintained and operated public on-street and off-street parking facilities; (2) Implement effective policies and regulations; and 3) Encourage compliance with posted regulations.

COST AND FUNDING SOURCE:

Funding for this agreement will come from the Department of Transportation's 2020-2021 Non-Personal/Equipment Appropriation in the General Fund of the City's 2020-2021 Proposed Operating Budget. The 2020-2021 Proposed Operating Budget is subject to Council approval.

FOR QUESTIONS CONTACT: Jennifer Cheng, Deputy Director of Finance, at (408) 535-7059