City of Culver City

Mike Balkman Council Chambers
9770 Culver Blvd.
Culver City, CA 90232

Staff Report

File #: 20-958, **Version:** 2 **Item #:** C-4.

CC - Approval of 1) a Five-Year Extension of Agreement with Turbo Data Systems, Inc., for Software Services for the Web-Based Residential Permit Parking Program Management System, in an Total Amount Not-to-Exceed $276,000; and 2) a Five-Year Extension of Agreement with Tannery Creek Systems, Inc., for an Electronic Chalking and License Plate Recognition System for Parking Enforcement Vehicles for Automated Parking Enforcement, in a Total Amount Not-to-Exceed $124,000.

Meeting Date: May 26, 2020

Contact Person/Dept: Gabe Garcia/PW; Lt. Brandon Vanscoy & Dianne Gifford/PD

Phone Number: (310) 253-5633/(310) 253-6251

Fiscal Impact: Yes [X] No [] **General Fund:** Yes [X] No []

Public Hearing: [] **Action Item:** [] **Attachments:** [X]

Commission Action Required: Yes [] No [X] **Date:**

Public Notification: (E-Mail) Meetings and Agendas - City Council (05/21/2020)

Department Approval: Charles D. Herbertson, PW Director/City Engineer (05/16/2020)

RECOMMENDATION

Staff recommends the City Council approve respective five-year (5) extensions with:

1. Turbo Data Systems, Inc., to provide software services for the web-based Residential Permit Parking Program Management System which makes available an online system for residents by which they can obtain residential parking permits, in a total amount not-to-exceed $276,000; and

2. Tannery Creek Systems, Inc., to provide an electronic chalking and license plate recognition system for parking enforcement vehicles for automated parking enforcement, in a total amount not-to-exceed $124,000.

BACKGROUND/DISCUSSION

On November 9, 2015, the City Council approved five-year contracts with Turbo Data Systems, Inc.,

and Tannery Creek Systems, Inc., to establish services that support the City in the operations and enforcement of the Residential Permit Parking Program (RPPP). The original contracts were approved following the City's Request for Proposals and selection process.

Over the initial five-year term of the agreements, operations of the RPPP were converted from a manual; labor-intensive permit issuance system to an online system, and the chalking of vehicles to determine parking duration was converted from manual chalking to an automated system using license plate recognition. These upgrades made both functions efficient for the residents who participate in the program and for City staff who process applications and enforce parking violations and issue citations.

Description of Operations

The online RPPP collects vehicle data and documents (such as proof of residence on parking restricted streets and DMV registrations) from resident participants. Residents can self-serve and purchase annual parking permits for their own vehicles, and issue virtual temporary parking permits for their guests. For residents who live on parking restricted streets and who do not have access to technology, Turbo Data Systems and Public Works staff provide the services needed to ensure they receive the parking permits.

The vehicular data collected and information about parking permits issued by the online RPPP are securely relayed by Turbo Data Systems to the Parking Enforcement Officers' hand-held devices. The same information is retrieved by Tannery Creek Systems software and equipment in the Police Department's automated parking enforcement vehicles and used by the electronic chalking system to identify permitted versus unpermitted vehicles and their duration of parking, in order to identify violations of the RPPP. Turbo Data Systems and Tannery Creek Systems continuously communicate and update the data needed by Parking Enforcement staff to enforce the RPPP regulations.

The public has become familiar with the use and accessibility of the online RPPP system, which raised service levels, convenience, and efficiency using modern software/technology. In addition, the City's use of electronic chalking and license plate recognition enhanced efficiency of enforcement of the RPPP's parking restrictions in residential areas. An additional benefit of the automated parking enforcement technology is its use for metered parking and non-metered time-limited parking enforcement on non-residential streets.

With the help of the complementary functions of the two firms, a complete RPPP was designed by staff and approved by the City Council. Without the benefits provided by both firms, the services described above would revert to manual operations with potential decrease in levels of service, public satisfaction, and revenue.

Exemption from Bidding

This procurement is exempt from formal bidding procedures per Culver City Municipal Code Section 3.07.055.E, which exempts bidding requirements where items to be purchased are computer software or software maintenance services.

Staff recommends the City Council approve agreements for Software Services as follows:

1. Turbo Data Systems, Inc., in an amount not-to-exceed $276,000 over a five-year period; and

2. Tannery Creek Systems, Inc., in an amount not-to-exceed $124,000 over a five-year period.

FISCAL ANALYSIS

Each of Turbo Data Systems, Inc. and Tannery Creek Systems, Inc., has provided a letter offering the City a five-year extension at the same unit costs of the first contract term.

Over the first five-year contract term, the annual fee of Turbo Data Systems, Inc. has been $44,000 per year. This excludes first year's hardware purchase of $56,000, for a total contract costs of $276,000.

Staff anticipates growth in the deployment of the RPPP along with associated operational costs during the five-year extension period. Thus, staff is requesting change order authority in the amount of $56,000 to accommodate the program growth. The proposed five-year extension contract, including change order authority if approved, will amount to the same total costs of the previous term of $276,000.

For Tannery Creek Systems, Inc., the annual cost per year was $24,800. Similarly, the proposed five -year extension contract would be the same total amount as the previous term of $124,000.

It is anticipated that the City Council Adopted Budget for Fiscal Year 2020/2021 will include sufficient funding in 10160150.732160 and 47580000.730100.PA02 under the Public Works Department to fund first year of the Turbo Data Systems extension. Also account 10140200.619800 under the Police Department will cover the cost of this procurement during the first year of contract extension with Tannery Creek Systems. Annual costs for subsequent years will be incorporated into future budgets.

ATTACHMENTS

1. Five-Year Extension Letter from Turbo Data Systems, Inc.
2. Five-Year Extension Letter from Tannery Creek Systems, Inc.

MOTION

That the City Council:

1. Approve a five-year extension of the agreement with Turbo Data Systems, Inc. for the web-based Residential Permit Parking Program Management System software service in a total amount not-to-exceed $220,000;

2. Authorize the Public Works Director/City Engineer to approve amendment(s) to the Turbo Data Systems Agreement in an additional amount not-to-exceed $56,000, for unanticipated costs;

3. Approve a five-year extension of the agreement with Tannery Creek Systems, Inc. for electronic chalking and license plate recognition software service in a total amount not-to-exceed $124,000;

4. Authorize the City Attorney to review/prepare the necessary documents; and

5. Authorize the City Manager to execute such documents on behalf of the City.