

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: LUKE MORSE, PARKING PROGRAM COORDINATOR
BRANDALYN TRAMEL, PURCHASING AGENT
FINANCE DEPARTMENT
SUBJECT: BLANKET PURCHASE ORDER 160811 AMENDMENT TO IPS
GROUP, INC FOR PARKING METER SERVICES AND SUPPLIES

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Finance Department that the Council, by resolution approve a second amendment to Blanket Purchase Order 160811 for 3G communications upgrade to 4G with IPS Group, Inc., San Diego, California, with an increase in the amount of \$150,000, for a total amount not to exceed \$1,410,000.

EXECUTIVE SUMMARY

The Parking Division has a need to upgrade existing parking meters from 3G to 4G Code-division multiple access (CDMA) communication network by the end of December 2022.

BACKGROUND

The City Parking Division has a 1.27-million-dollar investment into parking meter infrastructure with IPS Group, Inc. (IPS) that includes single and multi-space parking meter technology including data management system, meters, spare parts, software maintenance support, and repair services.

On January 21, 2022, the Parking Division of Finance received notice and a quote from IPS Group for the need to upgrade existing parking meters 3G to 4G. 3G communication will not be offered after December 2022.

PRIOR CITY COUNCIL REVIEW

On December 3, 2013, Council awarded General Service Agreement (GSA) F000656 for a three-year with four (4) one-year extension options for single space meters in the amount of \$258,121.50.

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On November 29, 2016, Council approved a First Amendment to GSA F000656 to extend the contract term by four (4) years and increase compensation by \$300,000.

On January 8, 2019, Council approved a Second Amendment to GSA F000656 to add compensation in the amount of \$600,000.

On November 5, 2019, Council approved issuance of a five-year Blanket Purchase Order 160811 for multi-space meters, communication fees, parts and services in the amount of \$535,000.

On December 7, 2021, Council approved an amendment to Purchase Order 160811 to incorporate all single space meters, ongoing maintenance, software support and transaction communication under one Blanket Purchase Order.

ANALYSIS

There are 470 IPS single space meters currently in operation throughout the city. These meters must be upgraded to 4G to remain fully functional. City staff will remove the meters from service in schedule batches and ship meters to IPS until all meters are complete with 4G communication network capability.

FISCAL IMPACT

Funds for this expense are included in the fiscal year 2021-22 adopted Parking Fund budget in the Finance Department and will be included in subsequent years' budget proposals when presented to the City Council.

ENVIRONMENTAL IMPACT

The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

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ATTACHMENTS

- Resolution/Exhibit A (IPS Quote)

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