



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: OCTOBER 12, 2021

FROM: PUBLIC WORKS DEPARTMENT WARD: 1

SUBJECT: FIRST AMENDMENT TO AGREEMENT FOR PARKING MANAGEMENT SERVICES WITH REPUBLIC PARKING SYSTEMS, LLC, THROUGH DECEMBER 31, 2021, IN THE AMOUNT OF \$739,671 AND AUTHORIZE CHANGE ORDER AUTHORITY FOR 10%, FOR A TOTAL CONTRACT AMOUNT OF \$5,351,225

ISSUES:

Approve the First Amendment to the Agreement for the downtown parking management services with Republic Parking Systems, LLC through December 31, 2021, in the amount of \$739,671 and authorize change order authority of 10% (\$73,967) for a total contract amount of \$5,351,225.

RECOMMENDATIONS:

That the City Council:

1. Approve the First Amendment to the Agreement for the downtown parking management services with Republic Parking Systems, LLC through December 31, 2021 in the amount of \$739,671 using section 702(g) of Purchasing Resolution 23256;
2. Authorize change order authority of 10% or \$73,967 for additional maintenance and services, for a total contract amount of \$5,351,225; and
3. Authorize the City Manager, or his designee, to execute the First Amendment to Services Agreement with Republic Parking Systems, LLC, including making minor and non-substantive changes.

BACKGROUND:

On May 22, 2018, the City Council approved a three-year parking management services agreement with Republic Parking Systems, LLC (RPS). The three-year agreement ended on June 30, 2021.

To ensure the City of Riverside has the highest quality and most cost-effective solution for parking management services, the City of Riverside issued RFP No. 2083 for Parking Management

Services on March 4, 2021. The City requested proposals to manage and maintain the facilities and the equipment of five (5) parking structures, fourteen (14) surface parking lots, and metered parking areas that serve businesses and mixed-use developments in downtown Riverside. Although four (4) proposals were received, the review and negotiation process has been extensive, and the City team was unable to award the new contract before July 1, 2021.

DISCUSSION:

The Public Works Department administers the agreement for the management of downtown parking facilities, and the parking management services contractor oversees all parking technology systems and equipment on behalf of the City. The IT Department has recently partnered with the Public Works Department to enhance the level of cybersecurity protection maintained by its contractors who manage customer data. To allow staff sufficient time to carefully vet the respondents' approach to cybersecurity and data protections, staff recommends a six-month extension with RPS to continue operating the downtown parking facilities while the RFP process continues. Future RFPs for similar services will be issued earlier to avoid the need for contract extensions.

Although the agreement allows the term to be extended for two (2) additional two (2) year terms, RPS and the City have mutually agreed to an additional six (6) month term. RPS is offering pro-rated pricing for the six-month extension of the parking management services as established with the current agreement. RPS understands the City's position and has worked through their internal information technology department to implement cybersecurity measures.

If during the six-month extended contract term, additional repairs, maintenance, or other services are deemed necessary, the Public Works Department is requesting change order authority of 10% of the extended contract (\$73,967). With recent unplanned repairs estimated at more than \$51,000, staff feels that this is an appropriate amount that will offset repairs for the remaining period.

Section 702(g) of Purchasing Resolution 23256 allows for an exception to competitive bids "When Services can be Procured from a Contractor who offers the same or better price, terms and conditions as the Contractor previously offered as the Lowest Responsive Bidder under Competitive Procurement or negotiations conducted by the City or another public agency, provided that, in the opinion of the Manager, it is in the best interest of the City to do". The agreement that was previously obtained through a competitive procurement is being extended.

The Purchasing Manager concurs that the recommendation to approve the amendment is in compliance with Purchasing Resolution 23256 section 702(g).

STRATEGIC PLAN ALIGNMENT:

The six-month contract extension with RPS for the downtown parking management services aligns with the **Infrastructure, Mobility, and Connectivity** strategic priority as detailed below:

Goal 6.2 – Maintain, protect, and improve assets and infrastructure within the City's built environment to ensure and enhance reliability, resiliency, sustainability, and facilitate connectivity.

Furthermore, this project aligns with each of the five Cross-Cutting Threads:

1. **Community Trust** – The City follows a transparent and fair procurement & extension process for its contracts.
2. **Equity** – The services offered through the agreement are available and accessible to all.
3. **Fiscal Responsibility** – The initial agreement was awarded after numerous proposals were vetted to determine the best parking management service with the most economical cost at the time of award.
4. **Innovation** – The services offered through the agreement have been an integral part of the downtown parking upgrade, which includes the installation of 79 new multi-space pay stations.
5. **Sustainability & Resiliency** – The services related to this extension are fully funded by the Parking Fund. A healthy parking ecosystem contributes to the economic prosperity of the Downtown.

FISCAL IMPACT:

The total fiscal impact of this action is \$813,638 for an estimated six-month expenditure through the end of December 2021. There is sufficient funding in the Public Parking Fund, Professional Services expenditure account number 4150000-421002.

Prepared by:	Gilbert Hernandez, Interim Public Works Director
Certified as to availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by:	Rafael Guzman, Assistant City Manager
Approved as to form:	Phaedra A. Norton, City Attorney

Attachment:	First Amendment to the Professional Consultant Services Agreement with Republic Parking Systems, LLC.
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