

# STAFF REPORT REGULAR MEETING

**AGENDA DATE:** December 5, 2023

**DEPARTMENT:** Leisure Services

**TITLE:**

Parking enforcement solutions equipment and related services agreement with IPS Group, Inc.

**SUMMARY:**

Agreement with IPS Group, Inc. for parking enforcement solutions equipment and related services

**BACKGROUND AND JUSTIFICATION:**

On December 1, 2022, the City entered into the parking enforcement solutions equipment and related services agreement with the IPS Group, Inc. utilizing the National Cooperative Purchasing Alliance.

This agreement with the IPS Group, Inc. provided the city with software and equipment to enforce parking with mobile enforcement handheld devices. The agreement included a web-based system and operating system software known as the IPS Data Management System. This system includes the data management system, credit/debit card gateway and related support.

On December 1, 2022, the National Cooperative Purchasing Alliance (NCPA) issued a new agreement for the referenced services under RFP#42-22 with the Vendor (IPS Group, Inc.) and with the term through December 31, 2025.

The City and the IPS Group, Inc. wish to enter into a new agreement under the same terms and conditions as the NCPA Agreement. This agreement would be for a period of three (3) years with the option to renew for up to two (2) additional one-year terms.

The City's Procurement Policy and Code authorizes the purchases of goods and services through "piggybacking" other governmental competitively procured agreements.

**MOTION:**

Move to approve/disapprove the parking enforcement solutions equipment and related services agreement with IPS Group, Inc.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Agreement

**FISCAL IMPACT ANALYSIS**

Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Inflows/Revenues</b>					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
<b>Outflows/Expenditures</b>					
Appropriated (Budgeted)	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000
Operating	0	0	0	0	0
Capital	0	0	0	0	0
<b>Net Fiscal Impact</b> <i>(If not budgeted)</i>	0	0	0	0	0
<b>No. of Addn'l Full-Time</b> <b>Employee Positions</b>	0	0	0	0	0

<b>Contract Award - Existing Appropriation (Budgeted)</b>	
	Expenditure
Department	Leisure Services
Division	Parking
GL Description	Other Contractual Service
GL Account Number	140-8050-579.34-50
Project Number	N/A
Requested Funds	\$115,000
Remaining Balance	\$21,493
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Current Revenue