

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: April 6, 2021

DEPARTMENT: Leisure Services

TITLE:

First amendment to parking enforcement solutions equipment and related services agreement with IPS Group, Inc., and, associated budget amendment to correct current FY 2021 budget line

SUMMARY:

First amendment to parking enforcement solutions equipment and related services agreement provides for an extension of the Agreement through December 31, 2023 and provides for a required increase in the current FY 2021 contractual parking budget to correct an underbudgeted amount.

BACKGROUND AND JUSTIFICATION:

On April 17, 2018, 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.

The National Cooperative Purchasing Alliance (NCPA) has exercised its option to renew its contract with the Vendor (IPS Group, Inc.) and has extended the term of their contract through December 31, 2023.

The City and the IPS Group, Inc. wish to exercise the extensions under the Agreement to extend the term to June 29, 2023.

The FY 2020 actual budget amount for the contractual parking budget was \$ 93,221.53. The FY 2021 is currently underbudgeted at \$88,000. Therefore, additional funding in the amount of \$35,400 is also being requested to be appropriated from current revenues to accommodate the existing IPS contracts for meters and handheld device contracts. The amended FY 2021 budget after the additional appropriation will be \$123,400.00.

MOTION:

Move to approve/disapprove the first amendment to parking enforcement solutions equipment and related services agreement with IPS Group, Inc. and to amend the budget line for an additional \$35,400.

ATTACHMENT(S):

Fiscal Impact Analysis
First Amendment

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	0	0	0	0	0
Operating Expenditures	123,400	121,000	122,000	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Account Number	Account Description	Project #	FY21 Budget	Current Balance	Agenda Expenditure	Balance
140-8050-579.34-50	Beach Parking/ Contractual Services	N/A	\$88,000	\$17,115	\$87,700	\$52,515