



City Council Agenda Report

Meeting Date: April 8, 2025

Initiated By: City Council

Prepared By: Anthony Carnesecca

Approved By: Gabe Engeland

Subject: Parking Enforcement Services

COUNCIL PRIORITY AREA

- ☐ Public Safety
- ☒ Business Communities
- ☒ Circulation Safety and Efficiency
- ☐ Environmental Sustainability
- ☐ Housing
- ☒ General Government

RECOMMENDATION

- Adopt resolution amending FY24/25 Budget To Add \$100,000 Budget Allocation to the Public Safety Budget
- Adopt resolution authorizing the City Manager to execute a contract with ACE Parking for Parking Enforcement Services in the amount of \$652,000, with a not-to-exceed amount of \$700,000

POLICY QUESTION(S) FOR COUNCIL CONSIDERATION

- Does the City Council wish to sign a contract with ACE Parking as the contractor for parking enforcement services?

FISCAL IMPACT

This contract will cost the City \$652,000 in base services for three years, with a not-to-exceed amount of \$700,000.

ENVIRONMENTAL REVIEW

This resolution is exempt from environmental review pursuant to Section 15061(b)(3) of the State Guidelines implementing the California Environmental Quality Act of 1970.

PREVIOUS COUNCIL CONSIDERATION

August 27, 2024

BACKGROUND

During the August 27, 2024 meeting, City Council directed City staff to explore private sector parking enforcement services throughout the City of Los Altos.

DISCUSSION/ANALYSIS

The City issued the RFP – Parking Enforcement Services on our Bids and Requests for Proposals website on October 31, 2024. The RFP closed on December 3, 2024 at 3 pm.

The RFP focused on parking enforcement throughout the City of Los Altos, which includes regularly patrolling City streets and City-owned on-street and off-street parking facilities, issue parking citations for vehicles, provide traffic control for emergency incidents, arrange for towing of vehicles as directed by police personnel, and address parking enforcement issues as reported.

It included an added emphasis on the Downtown Triangle, which includes on-street parking and within the parking plazas that include downtown employee parking permit areas; Civic Center property; streets surrounding our various schools; and, special event assistance.

The City received three proposals for the project and the review committee selected ACE Parking as the consultant to manage Parking Enforcement Services for the City.

ACE proposed a base services cost of \$207,000 for the first year, \$217,000 for the second year, and \$228,000 for their third year. That totals \$652,000 for base services over three years. In total, City staff is requesting a maximum amount of \$700,000 in funding for these parking enforcement services for a three-year contract that would include additional services as necessary.

ATTACHMENTS

1. Resolution
2. Resolution