



APPROVED

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OFFICE OF THE
CITY CLERK

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**DEPARTMENT OF
FINANCE**

REVENUE DIVISION

CITY OF SACRAMENTO
CALIFORNIA

CITY HALL
ROOM 104
915 I STREET
SACRAMENTO, CA
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March 31, 2000
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REVENUE
ADMINISTRATION
916-264-5724

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: AGREEMENT FOR PARKING CITATION PROCESSING SOFTWARE SERVICES WITH CITY OF INGLEWOOD

LOCATION AND COUNCIL DISTRICT: City-wide

STAFF RECOMMENDATION

It is recommended that the City Council adopt the attached resolution authorizing the City Manager to execute an agreement with the City of Inglewood for parking citation processing software services.

CONTACT PERSONS

Margaret L. Freeman, Revenue Manager, 264-5724
Bradley C. Wasson, Principal Accountant, 264-5844

FOR THE COUNCIL MEETING OF: April 11, 2000

SUMMARY

Given the Revenue Division's success with the current City of Inglewood Parking Ticket System (PTS) software, staff is recommending extending the current agreement for a third three-year term.

COMMITTEE/COMMISSION ACTION

None required.

AGREEMENT FOR PARKING CITATION PROCESSING SOFTWARE SERVICES WITH THE CITY OF INGLEWOOD

March 31, 2000

Page 2

BACKGROUND INFORMATION

The Parking Ticket System (PTS) has provided the Revenue Division with the software resources to: maximize parking citation revenue collections; establish an effective, timely adjudication process for contesting parking citations; and offer parking citation processing services for the County of Sacramento and five other local agencies. Since the inception of the City processing program, the City of Inglewood has enhanced PTS software to include an automated process for parking citation payment plans, automated processing of Residential Parking Permits, and software enhancements to support the City's Boot/Tow Immobilization program.

The PTS services agreement now includes "hand-held" citation issuance unit software services. The hand-held issuance units, with printers, provide parking enforcement automated issuance capability, automated data capture of citations issued, and better quality assurance for citations issued.

The number and quality of similar parking citation processing systems available from other vendors have not changed significantly since 1997. The costs to the City to convert to a different system would be excessive for staff resources and other related items. For the reasons stated, a formal bid process was not conducted since an extension of the current agreement is believed to be in the interest of the City.

FINANCIAL CONSIDERATIONS

Since the implementation of City provided parking citation processing, parking fine revenue has increased from \$2.3 million in FY 1992/93 to \$4.2 million net for FY 1998/99. Total FY 1998/99 General Fund revenue related to parking citation processing was:

\$4,241,743	net fine revenue (\$5.2 million gross)
166,573	processing fees paid to City by other local agencies
77,805	administrative fees for payment plans and boot release
\$5,169,751	Total parking citation processing revenue

The costs of PTS software services will remain at the original rate of \$0.75 plus postage per citation entered to PTS. Cost for hand-held issuance units is \$0.33 per citation issued and uploaded to the data base. Total payment to City of Inglewood for FY 1998/99 software services was \$250,114.

The current Revenue Division and Parking Enforcement budgets include all funding required for parking citation processing services.

ENVIRONMENTAL CONSIDERATIONS

Ongoing administrative activities are not subject to review under the California Environmental Quality Act (ECQA).

POLICY CONSIDERATIONS

Extending the current parking citation software services agreement with the City of Inglewood and not conducting a formal bid process is in the best interest of the City of Sacramento because it provides a proven software system that has allowed the City to maximize revenue collections and provide quality customer service at the lowest costs possible.

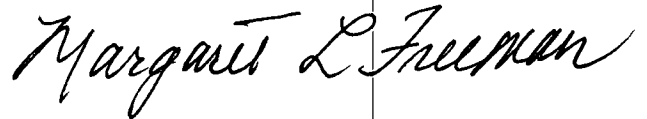
A public agency-to-public agency agreement with the City of Inglewood is consistent with the City's policy to contract internal services to other agencies to generate additional revenues and at the same time provide the most efficient service to the community.

ESBD CONSIDERATIONS

Even though the City of Inglewood is not a traditional private vendor, staff concludes that the intent and goal of the City's overall ESBD goal of 20% is met. The City of Inglewood has adopted and maintains an Affirmative Action program similar to the City's. This public partnership supports and promotes the goals of those programs.


The Revenue Division has contracted with local vendors for lockbox payment processing and data entry services related to parking citation processing. One of the current vendors was a certified MWBE vendor and we have encouraged this vendor to become certified under the ESBD program..

Respectfully submitted,



Margaret L. Freeman
Revenue Manager

RECOMMENDATION APPROVED:



ROBERT P. THOMAS
City Manager

Attachment

RESOLUTION NO. 2000-151

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____



A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE CITY OF INGLEWOOD FOR PARKING CITATION PROCESSING SOFTWARE SERVICES

WHEREAS:

1. The City of Inglewood's Parking Ticket System has proven successful for the City of Sacramento by providing a quality resource for parking citation processing.
2. A public partnership agreement with the City of Inglewood is in the best interest of the City of Sacramento.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

Section 1.

The City Council finds that a public partnership agreement with the City of Inglewood does meet its goals for procurement of services and the goals of the ESB program.

Section 2.

The City Council finds that the City of Inglewood Parking Ticket System (PTS) will provide quality processing software services for the City of Sacramento at the best costs.

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

Section 3.

The City Manager is authorized to enter into a professional services agreement with the City of Inglewood as of January 3, 2000, for period not to exceed three (3) years.

MAYOR

ATTEST:

CITY CLERK

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RESOLUTION NO.: _____

DATE ADOPTED: _____