



Legislation Text

File #: 20-427, **Version:** 1

Staff Report for a City of San Leandro City Council Resolution to Authorize the City Manager to Execute Amendment No. 1 to the Consulting Services Agreement Between the City of San Leandro and MacKay Meters, Inc. for Parking Meter Services and Maintenance and to Approve an Additional \$13,000 to Cover Existing Monthly Service Charges of \$728 for the Remainder of the Contract Term.

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council adopt a resolution to authorize the City Manager to execute Amendment No. 1 to the Consulting Services Agreement with Mackay Meters for ongoing service and maintenance of single-space parking meters approve an additional \$13,000 to cover existing monthly service charges of \$728 for the remainder of the contract term If approved the total contract amount will be \$113,000.

BACKGROUND

On May 16, 2018, the City released a Request for Proposal (RFP) to contract with a vendor to provide single and dual space parking meters. Four vendors with experience responded to the RFP. MacKay Meters, Inc. ranked the highest based on scope of work, price, proposed timeline, expertise, and references.

The original agreement, dated December 4, 2018, included total compensation in an amount not to exceed \$100,000 for procurement and installation of single and dual space smart meters in Pelton Center and on West Juana Avenue. The compensation also includes monthly service fees for cellular communications and credit card gateway in the amount of \$7 per month for single space meters and \$12 per month for dual space meters. There are currently 20 single space meters and 49 dual space meters in operation.

Analysis

The current agreement end date is December 4, 2021. As of August 31, 2020, a total of \$99,987.76 has been expended on procurement, installation, services and maintenance of the smart parking meters. The City pays \$728 per month in service fees for cellular communications and the credit card gateway. There are 15 months of service remaining before the contract expires for a total of \$10,920 in fees. Staff requests an additional \$2,080 for replacement parts (total \$13,000).

Previous Actions

On September 19, 2016, Resolution 2016-122, the City Council, acting as the governing body of the Successor Agency to the City of San Leandro Redevelopment Agency, approved the transfer of \$600,000 in former Redevelopment Agency bond funds to the City of San Leandro for implementation of parking improvements.

On July 17, 2017, Resolution 2017-110, the City Council approved the San Leandro Downtown Parking Management Plan and Recommendations for Short-term Parking Action Plan.

On October 15, 2018, the City Council approved resolution 2018-131 authorizing the City Manager to execute a Consulting Services Agreement with MacKay Meters, Inc. for installation and maintenance of smart parking meters.

Applicable General Plan Policies

- Policy T-1.7 Off-street Parking Standards. Implement variable parking standards that reflect such factors as proximity to transit, type of occupancy (seniors, etc.), number of bedrooms (for housing), and the expected level of parking demand. Parking requirements should reflect the City's goal of reducing vehicle miles traveled.
- Policy T-5.7 Technology and Roadway Efficiency. Use technology, including smart phone applications, roadway sensors, and real-time data on congestion, travel time, and parking supply to create a more efficient transportation system, and to maximize the benefits of the existing road system before investing in its expansion.
- Policy ED-4.5 Downtown San Leandro. Implement parking management strategies that ensure that convenient parking is available for shoppers and restaurant patrons in Downtown San Leandro.

Fiscal Impacts

Amendment No. 1 to the Consulting Services Agreement with MacKay Meters, Inc. will cost an additional \$13,000 in account 132-35-003-5120 in Fiscal Year 2020-21. No additional budget appropriation is needed for the change order.

ATTACHMENT(S)

Attachment(s) to Staff Report

- Consulting Service Agreement between the City of San Leandro and MacKay Meters, Inc. for Single Space Parking Meters

Attachment(s) to Related Legislative File

- Amendment No. 1 to Consulting Service Agreement between the City of San Leandro and MacKay Meters, Inc. for Single Space Meters

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