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AGENDA

SPECIAL MEETING
FINANCE COMMITTEE and/or CITY COUNCIL

May 19, 2014 • 3:00 p.m. • Council Chambers Room S249

FINANCE COMMITTEE MEMBERS

Mayor Bill Bogaard
Margaret McAustin
Victor Gordo
Terry Tornek, Chair

STAFF

Andrew Green, Director of Finance
Lori Eubanks, Recording Secretary

MISSION STATEMENT

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Items on the agenda may not be called in order listed.

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http://ww2.cityofpasadena.net/finance/Agendas/Finance/currentAgenda.pdf

Materials related to an item on this Agenda submitted to the Finance Committee **after** distribution of the agenda packets are available for public inspection in the Public Clerk's Office at 100 N. Garfield Avenue, Room S-228, Pasadena, during normal business hours.

Notice of a Special Meeting of the
FINANCE COMMITTEE and/or CITY COUNCIL
3:00 p.m. – Monday, May 19, 2014
PASADENA CITY HALL - COUNCIL CHAMBERS ROOM S249

NOTICE IS HEREBY GIVEN that a special meeting of the Finance Committee and/or City Council will be held **Monday, May 19, 2014** at **3:00 p.m.** in the **COUNCIL CHAMBERS ROOM S249**, at City of Pasadena City Hall, 100 N. Garfield Ave., Pasadena, California.

A. CALL TO ORDER

B. PUBLIC COMMENT (Three minutes - limited to items on the agenda.)

C. NEW BUSINESS

1. Issuance of a Purchase Order to Cale America, Inc. for $234,894 for the Purchase of Multi-space Parking Meters

2. City Manager's Recommended Fiscal Year 2015 Operating Budget Public Hearing

   Department Presentations:

   a) Water and Power
   b) Library
   c) Public Works
   d) Transportation
   e) Public Health
   f) DoIT

D. ADJOURN SPECIAL MEETING

BILL BOGAARD
Mayor

TERRY TORNEK
Chair, Finance Committee

This notice, in its entirety, was posted at City Hall and distributed as indicated below by 5:30 p.m. on Thursday, May 15, 2014.

Lori Eubanks, Recording Secretary
Finance Committee

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Agenda Report

May 19, 2014

TO: Honorable Mayor and City Council

THROUGH: Finance Committee – May 19, 2014

FROM: Department of Transportation

SUBJECT: **ISSUANCE OF A PURCHASE ORDER TO CALE AMERICA, INC. FOR $234,894 FOR THE PURCHASE OF MULTI-SPACE PARKING METERS**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the following proposed actions are exempt from review pursuant to the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3); and

2. Authorize the City Manager to enter into a contract with CALE America, Inc. for the purchase of 25 multi-space parking meters to be placed in South Lake Parking Meter District in the amount not to exceed $240,000. Neither competitive bidding nor competitive selection is required pursuant to City Charter Section 1002 (F), and Pasadena Municipal Code Section 4.08.049, and grant the proposed contract an exemption from the competitive selection process of the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code Section 4.08.049 (B), contracts for which the City's best interest are served; and

3. Recognize and appropriate in FY 2014, $234,894 from the South Lake Parking Meter Operations Fund to account number 8109-232-774313.

SOUTH LAKE PARKING PLACE COMMISSION RECOMMENDATION:

At their July 25, 2013 meeting, the South Lake Parking Place Commission recommended that the City Council approve staff's recommendation.

BACKGROUND:

Prior to 2007, on-street parking, where metered, was controlled by single space parking meters. In 2007, multi-space pay-by-space parking meters were introduced in the Old Pasadena Parking Meter District and replaced the single space parking meters on Colorado Blvd. Additional areas of the City saw deployment of the pay-by-space technology with South Lake Avenue being the most recent in 2008. In 2011, as the original pay-by-space meter deployment was approaching the point where the equipment would need to be upgraded or replaced, staff evaluated the efficiency of the pay-by-space meters and compared them to multi-space pay-and-display parking meters.

A multi-space pay-and-display parking meter controls 7-10 parking spaces and dispenses a parking permit that is displayed on a vehicle's dashboard. This technology has the potential to increase occupancy and turnover of parking spaces, provide more complete and timely information and statistics, increase parking meter revenue, and provide greater flexibility and control of parking meter configurations. The technology supports cash and credit card payment options among others.

In 2011, a pilot project deployed seven multi-space (pay-and-display) pay stations on Colorado Boulevard between Los Robles Avenue and Arroyo Parkway and three multi-space (pay-and-display) pay stations in the city owned surface lot at Union Street and El Molino Avenue. The multi-space (pay-and-display) pay stations replaced ten multi-space (pay-by-space) pay stations. Baseline data for existing parking meters at these locations was compiled in preparation for later comparison with data gathered during the pilot project period. Those comparisons showed that the pay-and-display meters resulted in lower maintenance and repair costs, lower coin collection and data gathering costs and parking meter revenue increases that accrue from more efficient space management, lowered credit card fraud and less equipment downtime from tampering/jamming.

In 2012, on the basis of the pilot deployment, staff recommended and the City Council approved deployment of pay-and-display parking technology in the Civic Center and Old Pasadena Meter Districts and in the City's El Molino and Madison off-street parking lots in the Playhouse District.

For that deployment, the City used the competitive procurement process utilized by the cities of Baltimore, MD to select CALE as the multi-space parking meter vendor and was able to use the favorable pricing negotiated by Baltimore. Again we will take advantage of the competitive bidding process utilized by the city of Baltimore and "piggyback" on Baltimore's contract with CALE. The Baltimore contract with CALE is still in effect and the negotiated favorable pricing provides a good value to the City.

The pay-by-space multi-space parking meters on South Lake Avenue have now reached an age where they also need to be replaced or upgraded substantially. On the

basis of the successful deployment of pay-and-display meters elsewhere in the City, staff recommends that the meters on South Lake Avenue be replaced with CALE multi-space pay-and-display meters. After the purchase of the meters, the City's Master Equipment Lease will be used to reimburse the parking meter funds.

COUNCIL POLICY CONSIDERATION:

The proposed purchase order agreement is consistent with the City Council's Strategic Planning Goals to improve, maintain, and enhance public facilities and infrastructure throughout the City.

ENVIRONMENTAL ANALYSIS:

This purchase order with CALE America, Inc. is exempt from CEQA per section 15061 (b) (3), the General Rule. The General Rule can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment. The proposed action will not result in any new development or physical changes.

FISCAL IMPACT:

The FY 2014 unappropriated fund balance in fund 8109-232-774313, the South Lake Avenue Parking Meter Fund is approximately $280,000. An outright purchase of the meter equipment would leave a fund balance of approximately $40,000. Once the meters are delivered and installed we will return seeking approval in FY'15 for Financing of the CALE meter Equipment. The South Lake Avenue Parking Meter Fund will then be reimbursed through the Equipment Lease agreement with Chase.

Staff recommends the lease purchase agreement to preclude reducing the unappropriated fund balance to a dangerously low level.

Respectfully submitted,

FREDERICK C. DOCK
Director
Department of Transportation

Concurred by:

ANDREW GREEN
Director of Finance
Department of Finance

Prepared by:

Charles E. Kindred
Parking Manager

Approved by:

for MICHAEL J. BECK
City Manager