



Office of the City Manager

RECESS ITEM
CONSENT CALENDAR
September 19, 2006

To: Honorable Mayor and
Members of the City Council

From: *PK* Phil Kamlarz, City Manager

Submitted by: Douglas N. Hambleton, Chief of Police

Subject: Contract: Handheld Parking Citation Computers

RECOMMENDATION

Adopt a Resolution ratifying the action taken by the City Manager during recess to execute an amendment to the contract with Enforcement Technology Incorporated (E-Tech) for the purchase of seven additional handheld parking citation computers, increasing the amount of the contract by \$69,000, for a total not to exceed \$419,000.

NEGATIVE EFFECT IF ACTION IS DELAYED UNTIL AFTER COUNCIL RECESS

The current contract with E-Tech provides the Parking Enforcement Unit with 25 Series 3 (S3) handheld parking citation computers. The Police Department now has 28 Parking Enforcement Officers (PEOs), three Parking Enforcement Supervisors (PES), and only 25 citation computers. There are not enough hand-held computers to equip the current parking staff.

The Police Department needs to have seven additional handheld citation computers, so that each employee will have one to use to issue parking citations. The productivity of the Parking Enforcement depends upon each employee having the necessary equipment to issue citations.

FISCAL IMPACTS OF RECOMMENDATION

Approval of the recommendation would amend the current contract of \$350,000 by \$69,000 through June 14, 2009 to an amount not to exceed \$419,000. Funding for this cost in FY 2007 is allocated in the Enterprise Fund 840. The cost of the seven additional handheld parking citation computers would more than offset the cost of the units by the increased parking citation revenue that will be generated by the five additional PEOs that were hired within the last five months.

CURRENT SITUATION AND ITS EFFECTS

City Council recently increased the authorized strength of the Parking Enforcement unit of the Police Department from 23 to 28 PEOs, and added a third Parking Enforcement Supervisor. The City Manager also authorized one over-hire for one year to backfill an extended absence in the unit. This brings the total complement of officers and supervisors to 32 FTEs.

BACKGROUND

On June 15, 2004, the City entered into a 5 year contract with E-Tech for parking citation hardware, software, and citation processing services. The contract stipulates 25 - S3 handheld computers. Since then, E-Tech. has produced a new handheld computer, the X3, which has all of the features of the S3 computers, plus a digital camera and digital voice recorder. The ability for a PEO to take a digital photo of an illegally parked vehicle, and have the photo downloaded to a web-based electronic file that the Finance Department uses during administrative reviews on contested citations would, in the estimation of the Finance/Customer Services Manager, greatly reduce the dismissal rate. The digital photo feature would not be used on all violations, but would be very helpful with violations such as parking in a disabled space without a disabled license plate or placard, red zone, or blocking a sidewalk. The addition of digital photos or voice recordings would not add to the daily citation download time for PEOs, and the Customer Service Manager anticipates that recordings could be a time saver for Customer Service staff.

The increase in parking enforcement staff has increased the citation count thereby warranting an increase in the purchase order. The Police Department estimates that parking citations, by PEOs, may increase annually from 225,000 to 275,000.

RATIONALE FOR RECOMMENDATION

It is necessary to amend the current contract and increase this multi-year purchase order with E-Tech to keep the department in-step with the current charging system. If the contract is not amended we will be subject to paying overcharges for exceeding the citation count of 225,000.

Additionally, if after six months the department finds that the X3 models are superior to the S3s and the dismissal rate is markedly reduced, Staff will return to Council to amend the contract and purchase order again to include converting the existing 25 - S3s to 25 - X3s for a total of 32 - X3 handheld computers.

ALTERNATIVE ACTIONS CONSIDERED

There is no viable alternative. Failure to purchase the needed additional equipment will reduce production and revenue. Thus the department has no other option other than to amend the contract and increase the purchase order for Enforcement Technology Incorporated.

CONTACT PERSON

Stephanie Fleming, Captain, Police Department, 981-5810

Susie Monary-Wilson, Finance Customer Service Manager, 981-7229

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH ENFORCEMENT TECHNOLOGY INC. AND INCREASING THE AMOUNT BY \$69,000 FOR THE PURCHASE OF SEVEN HANDHELD PARKING CITATION COMPUTERS

WHEREAS, the City Council entered into a contract with Enforcement Technology Inc. (E-Tech) pursuant to Resolution No. 62,431-N.S. for the period May 1, 2004 through June 20, 2009 in an amount not to exceed \$70,000 per year; and

WHEREAS, the contract with Enforcement Technology, Inc. provides for 25 Series E 3 (S3) handheld parking citation computers for the Police Department's Parking Enforcement Unit; and

WHEREAS, Parking Enforcement staff has increased and is in need of seven additional handheld parking citation computers ; and

WHEREAS, funds are available in FY 2007 Enterprise Fund 840-7303-420-3038.

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Berkeley that the Council ratifies the action by the City Manager to execute an amendment to the contract with Enforcement Technology Inc. to increase the total amount not to exceed \$419,000.

BE IT FURTHER RESOLVED that a record signature copy of said agreement and any amendments are to be on file in the Office of the City Clerk.