



## Agenda Item Summary

---

**File #:** RES 22-312, **Version:** 1

---

### **Submitted By**

Tammie Grossman, Director Development Customer Services

### **Reviewed By**

A.M. Zayyad

### **Agenda Item Title**

**A Resolution Approving an Amendment to an Independent Contractor Agreement with Misfits Construction Company for the Fabrication and Installation of Signs for Various Pay-By-Plate Parking Areas Within the Village of Oak Park to Revise the Project Scope and Reduce the Not to Exceed Amount From \$45,000.00 to \$39,859.00 and Authorizing Its Execution.**

### **Overview**

On October 17, 2022, the Village Board approved an agreement with Misfits Construction Company to fabricate and install pay-by-plate parking signage at various locations throughout the Village's parking system. The Village will be procuring the signage through Passport Parking and therefore Misfits Construction Company will no longer serve as the fabricator of the signage, thus requiring an amendment to the original agreement.

### **Recommendation**

Approve the Resolution.

### **Fiscal Impact**

Pursuant to the Village's Capital Improvement Plan for FY 2022 - FY 2026, a total of \$410,000.00 was budgeted for the on-street paystations project in FY 2022. The Village expended \$364,490.00 in FY 2022 for the purchase and installation of forty-one (41) new pay stations pursuant to an Independent Contractor Agreement with Total Parking Solutions, Inc.

\$45,510.00 remains unspent for this project in the FY 2022 Parking Fund for the fabrication and installation of the signage for the pay-by-plate parking areas (GL# 5060.43770.786.570707).

### **Background**

The Parking and Mobility Services Division of the Development Customer Services Department manages roughly 1,500 on-street paid spaces. This system of on-street parking is currently comprised of 128 pay stations. In addition to paying via a pay station or meter, all spaces are integrated with the Passport Parking application, allowing customers to pay for parking via their mobile device. Pay stations are necessary from an equity perspective to ensure that users with limited or no access to technology and/or electronic payment are still able to use public parking. The pay stations are solar-powered which allows for easy installation and, if necessary, moving them to a different location. The Village has a multi-year plan to convert the majority of the

traditional coin parking meters to pay stations.

On August 23, 2022, the Village issued a Request for Proposals (RFP) for the fabrication and installation of signs for pay-by-plate parking areas. The RFP was posted on the Village website, [www.oak-park.us](http://www.oak-park.us) <<http://www.oak-park.us>> and was also distributed via DemandStar, which is a software that distributes RFP notices to qualified vendors. Misfits Construction Company was the sole bidder on the project. The Village Board approved an Independent Contractor Agreement with Misfits Construction Company for the Fabrication and Installation of Signs for Various Pay-By-Plate Parking Areas Within the Village of Oak Park for an Amount Not to Exceed \$45,000.00 and Authorizing Its Execution.

Village staff is in the process of working with Passport Parking on the development and deployment of a customized mobile app for the Oak Park parking system, "Park Oak Park." Included with the deployment of this app is the fabrication of signage at no additional cost to the Village. Therefore, staff requested a change order from Misfits Construction Company to remove signage fabrication from the scope of the agreement. Signage for the pay-by-plate parking areas installed in 2022 will be fabricated by Passport and all existing signage throughout the parking system will be transitioned to the "Park Oak Park" signage on a rolling basis.

#### **Alternatives**

Request additional information.

#### **Previous Board Action**

On October 17, 2022, the Village Board approved an Independent Contractor Agreement with Misfits Construction Company for the Fabrication and Installation of Signs for Various Pay-By-Plate Parking Areas Within the Village of Oak Park for an Amount Not to Exceed \$45,000.00 and Authorizing Its Execution.

On May 2, 2022, the Village Board approved an Independent Contractor Agreement with Total Parking Solutions, Inc. for the Purchase and Installation of Forty-One (41) Cale Paystations as a Sole Source Preferred Vendor in an Amount Not to Exceed \$364,490.00, Authorizing its Execution and Waiving the Village's Bid Process.

#### **Citizen Advisory Commission Action**

N/A

#### **Anticipated Future Actions/Commitments**

N/A

#### **Intergovernmental Cooperation Opportunities**

N/A