



Agenda Item Summary

File #: RES 23-100, **Version:** 1

Submitted By

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Reviewed By

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Agenda Item Title

A Resolution Approving a Second 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 to Reflect a New Project Completion Date of May 31, 2023 and Authorizing Its Execution

Overview

Due to delays with the fabrication of the signs, installation did not occur prior to winter weather and the ground freezing. Therefore, it is necessary to amend the agreement to extend the term of the contract to allow for the installation of the signs no later than May 31, 2023.

Recommendation

Adopt the Resolution.

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 devices. 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> [≥](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. Consequently, on December 5, 2022, the Village Board approved an amendment to the agreement to remove signage fabrication from the scope of the agreement and reduce the not to exceed amount from \$45,000.00 to \$39,859.00.

Due to delays with the fabrication of the signage by Passport Parking, the installation did not occur in 2022. Therefore, it is necessary to amend the agreement to extend the term of the contract to allow for the installation of the signs no later than May 31, 2023.

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 remained 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). Due to this delay in the completion of the project, a budget amendment was submitted to the Finance Department to carry over the unspent funds to the FY 2023 Budget.

DEI Impact

N/A

Alternatives

Request additional information.

Previous Board Action

On December 5, 2022, the Village Board approved an Amendment to an Independent Contractor Agreement Between the Village of Oak Park and 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.

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