



## Agenda Item Summary

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### **Submitted By**

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### **Reviewed By**

LKS

### **Agenda Item Title**

**A Resolution Approving an Independent Contractor Agreement With Total Parking Solutions, Inc. for the Purchase and Installation of Twenty-Eight (28) On-Street Paystations in an Amount Not to Exceed \$247,000 and Authorizing its Execution**

### **Overview**

The Contractor, Total Parking Solutions, Inc. will provide twenty-eight (28) on-street parking paystations for the continued conversion of old coin meters to the latest paystation technology. By switching from meters, the paystations will save in staff time to monitor and repair broken meters and will improve the customer parking experience. The paystations accept both coin and credit card payments.

### **Staff Recommendation**

Approve the Resolution

### **Fiscal Impact**

The costs for this project would be funded through the Parking Fund Capital Improvement Program account no. 5060-43770-786-570707 which provides \$250,000 for 'On-Street Paystation Program'.

The 'On-Street Paystation Program' is part of a 5-year program to upgrade old coin parking meters to Pay-by-Plate technology.

### **Background**

An open pilot program with vendors for parking paystations was established in 2017 with four (4) participants. The requirement for the pilot program was that the paystations have the ability to provide pay-by-plate programming in addition to other standard parking payment methods.

After months of usage, staff and customer feedback, and vetting of the technology, it was determined that two (2) vendors had the type of equipment, back office, and service needed to fulfill the needs of the Parking and Mobility Services Division. Total Parking Solutions, Inc. and Parkeon were invited to participate in a Competitive Bid Process to determine the best vendor and long-term provider of paystations for the Village of Oak Park.

Of the two companies, the low responsible bidder was Total Parking Solutions, Inc. on behalf of Cale. Total Parking Solutions, Inc. provided for a contract with labor included, while Parkeon's system required the

purchase of an inventory of parts and labor was paid for by the hour. Due to the similar price point staff requested a “Best And Final Offer” from each company in which Total Parking Solutions, Inc. was able to save the Village additional funds per unit.

The Village of Oak Park previously utilized Cale Paystations in parking lots throughout the Village. The continued use of Cale paystations provides consumers a common understanding of the technology and provides efficiency for staff.

In 2018, the Village Board approved of the first agreement for twenty-nine (29) paystations with Total Parking Solutions, Inc. as part of the 5-year program to upgrade all meters in the Village. Staff is recommending that the Village enter into this agreement with Total Parking Solutions, Inc. to continue the conversion of old coin meters to Cale paystations with the purchase of twenty-eight (28) additional paystations to be installed in 2019. In 2019, twenty-eight (28) paystations are being purchased instead of twenty-nine (29) due to a slight increase in the cost of the motion-activated light bar sensor, which automatically turns the paystation screen on when approached. This functionality has been found to be a positive customer experience. To keep the total cost under the \$250,000 budget in 2019, one (1) fewer paystation is included in this agreement compared to 2018, resulting in a lower total contract amount.

#### **Alternatives**

The alternative to this recommendation could be to not continue the conversion of coin meters to new paystation technology in 2019.

#### **Previous Board Action**

The Village Board approved the purchase and installation of eight (8) Cale Pay-by-Plate conversation kits on May 21, 2018.

The Village Board approved the purchase and installation of twenty-nine (29) Cale paystations on March 19, 2018.

The Village Board approved the purchase and installation of eight (8) Cale Pay-by-Plate conversion kits on September 19, 2017.

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

N/A.

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

This is part of a five-year budget program in the Capital Improvement Plan.

#### **Intergovernmental Cooperation Opportunities**

N/A.

#### **Performance Management (MAP) Alignment**

The Parking & Mobility Services Division is scheduled to start MAP in the final phase.