



Agenda Item Summary

File #: RES 20-205, **Version:** 1

Submitted By

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Reviewed By

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Agenda Item Title

A Resolution Approving an Amendment to a Professional Services Agreement and Software License and Support Agreement with Passport Labs, Inc., a Division of Passport Parking, and Authorizing its Execution

Overview

On September 4, 2018, the Village entered into a contractual services agreement and software license and support agreement with Passport Labs, Inc.. The requested contract amendment is designed to enable the future addition of 3rd party payment options, such as Google Maps, which would allow parkers to pay for parking through the Google Maps app, for parking in Oak Park.

Recommendation

Approve the Amendment

Fiscal Impact

None

Background

In November 21, 2016, the Village retained Dixon Resources Unlimited to assist the Village in planning for the replacement of the Village's existing systems. Dixon Resources Unlimited has extensive experience working with local government organizations like the Village in assessing their software needs.

During the preliminary stages of the project, Dixon Resources Unlimited requested existing documentation and held a number of on-site visits in order to become more knowledgeable of the current environment at the Village. Dixon Resources unlimited then conducted a group kick-off meeting.

Also while onsite, Dixon Resources Unlimited conducted fact-finding meetings with departments and Village staff that are users of the current systems. The purpose of these meetings was to review, evaluate, and document the Village's existing systems functionality and understand processes that are critical or unique to the Village.

The information gathered during these meetings was used to develop a list of functional and technical requirements for a replacement system. We also found the information helpful in understanding how processes could be streamlined and more customer friendly. Staff requests Vendor Demonstrations to

understand the capabilities of various systems and ultimately create a detailed Request for Proposals with all the features staff deemed necessary from various providers.

On November 8, 2017, a Request for Proposals was issued which listed all of the functional and technical requirements. The Village received nine responses. The Evaluation Committee reviewed the responses and memos that were prepared by Dixon Resources Unlimited. Based on the scores, the Village then decided to have the top two vendors provide additional details and clarifications on the RFP submissions. This was followed by a Request for Best and Final Offers (BAFO). On September 4, 2018, the Village entered into a contractual services agreement and software license and support with Passport Labs, Inc.

Passport partnered with Google to enable users of the mapping app to seamlessly pay for parking natively inside the Google Maps app. Now Oak Park residents and visitors would be able to pay for parking through either the Passport app or the Google Map app. Ultimately, this means Village parking consumers more payment optionality which could increase compliance and revenue. Using the Google Maps app on built in car navigation systems or an individual's smart phone is totally voluntarily and customers can choose to use the functionality or not. The amendment allows Passport to share the Village of Oak Park parking pricing with Google Maps.

Alternatives

Request additional information.

Previous Board Action

On September 4, 2018, the Village Board approved a Contractual Services Agreement and Software License and Support Agreement between Passport Labs, Inc., a Division of Passport Parking, and the Village of Oak Park to provide a New Software Solution for a Unified Parking Citation and Permit Management System and Processing Technology for all Village Parking Permitting, Parking Passes, Vehicle Sticker Licensing, Mobile Parking Payment, Enforcement, and Adjudication Services.

Citizen Advisory Commission Action

NA

Anticipated Future Actions/Commitments

NA

Intergovernmental Cooperation Opportunities

NA