



City of Cambridge

Calendar Item # 86

IN CITY COUNCIL

October 25, 1993

MAYOR REEVES

ORDERED: That the City Council be and hereby accepts the recommendations of the City Manager with regard to the contract for the **Parking Violation Processing and Collection System** and authorizes him to execute the contract for an initial term of twelve (12) months, with options on the part of the City to renew for four (4) successive twelve month periods.

In City Council October 25, 1993.

Adopted by a ye and nay vote:-

Yeas 9; Nays 0; Absent 0.

Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:-

D. Margaret Drury

D. Margaret Drury
City Clerk



City of Cambridge

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D. Margaret Drury
City Clerk

City of Cambridge

MASSACHUSETTS

In City Council

October 25 1993

Unfinished Bus #86 • Accept. of City Mgr's Recommendation +

Authorization of 5 year contract period

	YEA	NAY	ABSENT	PRESENT	
Mr. Ed Cyr	✓				
Mr. Francis H. Duehay	✓				
Mr. Jonathan S. Myers	✓				
Mrs. Sheila T. Russell	✓				
Mr. Walter J. Sullivan	✓				
Mr. Timothy J. Toomey, Jr.	✓				
Mr. William H. Walsh	✓				
Ms. Alice K. Wolf	✓				
Mayor Kenneth E. Reeves	✓				

9 0 0 0

City of Cambridge

MASSACHUSETTS

In City Council

10/18

1993

Reconsideration #2

One reconsideration				
YEA	NAY	ABSENT	PRESENT	
✓				Mr. Ed Cyr
✓				Mr. Francis H. Duehay
✓				Mr. Jonathan S. Myers
	✓			Mrs. Sheila T. Russell
	✓			Mr. Walter J. Sullivan
	✓			Mr. Timothy J. Toomey, Jr.
	✓			Mr. William H. Walsh
✓				Ms. Alice K. Wolf
✓				Mayor Kenneth E. Reeves
5	4	0	0	

reconsideration carried.



CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139

TEL 349-4300
FAX 349-4307

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

September 13, 1993

To The Honorable, The City Council:

Pursuant to a Request for Proposals (RFP) for Parking Violation Processing and Collection Systems, the City received proposals and awarded the contract to Lockheed I.M.S. Massachusetts General Laws, c. 30B provides that a municipality cannot enter into agreements that exceed three years without majority approval from the City Council. This contract provides that the term would be for one year with four (4) one-year options to renew at the sole discretion of the City, and necessarily contingent on the approval of the City Council to increase the contract by two (2) years. Lockheed provided prices for five (5) years, prices which will remain the same for all five years.

Based on the foregoing, I am recommending that the City Council approve to renew the contract for four (4) successive twelve-month periods ending June 30, 1998.

Very truly yours,

Robert W. Healy
City Manager

RWH/mev
attachment

M.R.

Ordered : That the City Council hereby accept the City Manager's recommendation with regard to the contract for ^{one} parking violation processing and collection system and authorizes him to execute the contract for an initial term of twelve (12) months ~~commencing~~ ~~July 1, 1993 and~~, with options on the part of the City to renew for four (4) successive twelve month periods.



CITY OF CAMBRIDGE

Traffic and Parking

57 Inman Street,

Cambridge, Massachusetts 02139

George Teso
Director

Administration	349-4700
Parking Violations	349-4705
Resident Parking	349-4701

August 23, 1993

Mr. Robert W. Healy
City Manager
City Hall
Cambridge, MA 02139

Dear Mr. Manager:

As you are aware the Request for Proposals for Parking Violation Processing and Collection System were received in May. During your budget hearing I requested that the city award a five year contract rather than the traditional three year contract we have been awarding since 1980. The feeling among the participants at your meeting was to advertise in accordance with the provisions of Chapter 30B by inserting the following:

The award will be for an initial term of twelve (12) months commencing July 1, 1993 and ending June 30, 1994, with options on the part of the City to renew for four (4) successive twelve month periods ending June 30, 1998 subject however, to City Council approval for the period in excess of three (3) years. Any contract awarded pursuant to this RFP shall be subject to the availability of an appropriation in each fiscal year of the contract by the City Council.

The City shall not exercise its option for renewal for the contract entered into as a result of this RFP unless the City, after reasonable investigation of costs and benefits has determined the exercise of the option is more advantageous than alternative means of procuring comparable services.

The City requires a fixed price per item for each of the five years of the contract.

93 AUG 24 11:25
OFFICE OF THE CITY MANAGER

There was a feeling of apprehension that the successful bidder would inflate the per item costs. The following proposal was received by Lockheed I.M.S.:

<u>ITEM</u>	<u>Current</u> <u>FY 91-93</u>	<u>Proposed</u> <u>FY 94</u>	<u>FY 95</u>	<u>FY 96</u>	<u>FY 97</u>	<u>FY 98</u>
Mounting ticket	\$1.09	\$1.19	\$1.19	\$1.19	\$1.19	\$1.19
Payment processed	\$.54	\$.59	\$.59	\$.59	\$.59	\$.59
Demand notice (including postage and forms)	\$.69	\$.76	\$.76	\$.76	\$.76	\$.76
Non-Mass. ticket demand notice (including postage and forms)	\$.76	\$.76	\$.76	\$.76	\$.76	\$.76

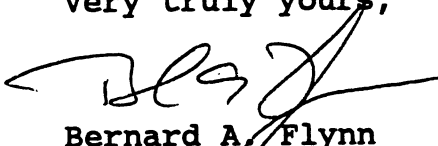
A comparison of processing costs to fines and penalties is as follows:

Fine if paid within 21 days	\$10.00
processing cost \$1.19 + .59	\$ 1.78
Fine if paid after 21 days	\$15.00
processing costs \$1.19 + .59 + .76	\$ 2.54

I am recommending that you accept a five year contract. It appears to be in the City's best interest to lock in the additional two years at no increase.

I am free to discuss this matter with you.

Very truly yours,


Bernard A. Flynn
Assistant Director

BAF/bgm

cc: Diane Wynshaw-Boris, Purchasing Agent
James Maloney, Asst. City Manager for Fiscal Affairs
Richard Rossi, Deputy City Manager

City of Cambridge

MASSACHUSETTS

In City Council October 4, 1993

	YEA	NAY	ABSENT	PRESENT	
Mr. Ed Cyr	✓				
Mr. Francis H. Duehay	✓				
Mr. Jonathan S. Myers	✓				
Mrs. Sheila T. Russell	✓				
Mr. Walter J. Sullivan	✓				
Mr. Timothy J. Toomey, Jr.	✓				
Mr. William H. Walsh	✓				
Ms. Alice K. Wolf	✓				
Mayor Kenneth E. Reeves			✓		

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CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139

TEL 349-4300
FAX 349-4307

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

October 4, 1993

To The Honorable, The City Council:

In response to the City Council's request for additional information on the 5 year Traffic & Parking contract, Assistant Traffic Director Bernard A. Flynn reports the following:

On May 1, 1990, the Commonwealth of Massachusetts Uniform Procurement Act, commonly referred to as Chapter 30B, was enacted into law. On May 17, 1990 the Traffic & Parking Department issued its first Request for Proposals for a Parking Ticket Violation Processing and Collections System under the legal requirements of Chapter 30B.

The purpose of the RFP was to obtain from qualified proposers detailed proposals for the provision and operation of an automated system that will integrate into a user oriented system, activities associated with parking violation processing, adjudication, collection, enforcement, impounded vehicle management and management reporting.

Seven companies that were providing parking ticket processing and collection systems in Massachusetts and throughout the United States were identified and sent copies of the RFP inviting them to submit a proposal to the City of Cambridge. The City received two proposals one from Computil, a company located in New Jersey and one from Lockheed IMS the City's current vendor. Both proposals were evaluated based upon the Evaluation and Selection Criteria as described in the RFP. Chapter 30B requires that the price proposal be submitted under a separate cover to the Purchasing Agent and that price proposals not be disclosed until evaluations of the proposals is complete.

The evaluation committee, using the Minimum Criteria and the Comparative Evaluation Criteria as required by Chapter 30B, rated the proposal submitted by Computil as unacceptable. The committee rated the Lockheed IMS proposal as being advantageous to the City and recommended that the Purchasing Agent proceed to award a contract.

The price proposal as submitted by Computil was lower than the price proposal submitted by Lockheed. The deciding factor was that the technical proposal submitted by Computil was unacceptable.

The Honorable, The City Council

October 4, 1993

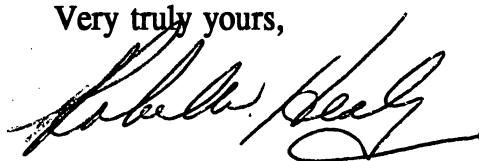
Page 2

On April 29, 1993 the Traffic & Parking Department issued an RFP for a Parking Ticket Processing and Collection System due to the expiration of the current contract on June 30, 1993. Seven companies were sent RFP's and only one company responded: The City's current vendor Lockheed IMS; Computil has gone out of business.

The services required by this RFP include automated processing and collection of parking fines and penalties, acquisition of registration data from the Registry of Motor Vehicles and twelve other Registries, noticing, computerization of vehicle impoundment, a comprehensive lease/rental vehicle system, fleet vehicle systems, on-line parking meter maintenance, a credit card payment system, and a pay-by-phone Mastercard/Visa system. The scope of services includes all labor, materials, and equipment required for furnishing and installing an integrated on-line computerized system. All costs for parking tickets, forms, notices, envelopes and postage is included in the pricing schedule. All future software and hardware enhancements will be provided to the City at no additional cost. Any increase in postal rates throughout the term of the contract will be absorbed by the vendor.

The term of the contract is for one year with four one-year options to renew at the sole discretion of the City. Prior to exercising our option to renew, the Traffic & Parking Department will review the past performance of the vendor. If new technology is developed and it appears that it's not in the best interest of the City to renew, the Department will publish a new RFP and solicit proposals from qualified vendors.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Robert W. Healy', written over a horizontal line.

Robert W. Healy
City Manager

RWH/mev

attachment: September 13, 1993 City Manager's Agenda Item.

Consent Agenda #4

**Comm. from R.W. Healy relative to the
City Council's request for additional
information on the 5 year Traffic &
Parking contract.**

In City Council October 4, 1993

*City Mgrs. recommendation
accepted 8-01-0*

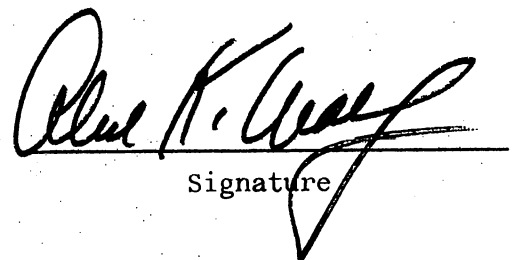
RECEIVED BY
OFFICE OF CITY CLERK
MOTION FOR RECONSIDERATION SUBMITTED BY COUNCILLOR
1993 OCT -6 AM 11:11

CAMBRIDGE MA.

Wolf

Date

Reconsideration filed by Councillor Wolf on the acceptance of the City
Manager's recommendation on the five year Traffic and Parking Contract.


Signature

Cal #86 F199

Reconsideration filed by Councillor Wolf
on the acceptance of the City Manager's
recommendation of the five year Traffic
and Parking Contract.

In City Council,

October 18, 1993

10/18/93 - Reconsideration

Carried 5-4-0.

*Tabled on motion of
Councillor Wolf.*

*10/25/93 Recommendations
adopted*

9-0-0.