



## Legislation Text

File #: 2023-0634, Version: 1

### Report to Mayor and City Council

Tuesday, February 20, 2024

Consent

#### SUBJECT:

**CONSIDER APPROVAL OF AMENDMENT NO. 2 WITH TURBO DATA SYSTEMS, INC., (C21-073) TO EXTEND THE AGREEMENT TERM BY ONE (1) YEAR, TO ADD ADMINISTRATIVE CITATION PROCESSING COLLECTION & MOBILE ENFORCEMENT SERVICES FOR THE PUBLIC SAFETY, PUBLIC WORKS SANITATION DIVISION, AND FINANCE BUSINESS LICENSING DIVISION USE AND ADOPTION OF RESOLUTION NO. 23-175 AMENDING THE FISCAL YEAR 2023-24 BUDGET IN THE GENERAL FUND (CITY COUNCIL)**

#### I. SUMMARY

Turbo Data Systems has been providing parking citation service to the City of Carson since July 1, 2021. On April 20, 2021, a three-year contract with two one-year options to extend the term was approved by Council, with the three-year period commencing July 1, 2021, and expiring June 30, 2024.

To further enhance and facilitate the work provided by Public Safety Code Enforcement, Public Works Sanitation, and Business Licensing Division it is necessary to integrate the administration citation processing collection and mobile environment services. In addition, the equipment advancements will assist the divisions in rapid issuance of administration citation reducing the delay of route rotation.

Therefore, Staff is requesting that the City Council approve Amendment No. 2 (Exhibit No.1) for the following purposes: (i) to extend the Agreement Term by one (1) year thereby extending the Agreement Term to June 30, 2025, (ii) to increase the Contract Sum by \$84,736 to account for said one (1) year extension period as prescribed under the Agreement, (iii) to add administrative citations services for City's Public Safety Department, Public Works Department and Business Licensing Division commencing the effective date of this Amendment No. 2 until expiration of the Term on June 30, 2025, for an amount of \$5,744.57 (this includes pro-rations for 131 days from February 21, 2024 until June 30, 2024), (iv) to add hearing examiner services for City's Public Safety Department, Public Works Department and Business Licensing Division commencing the effective date of this Amendment No. 2 until expiration of the Term on June 30, 2025, for an amount of \$23,375.00 which is an estimated cost only, and (v) for lease of equipment for an amount

of \$25,343.86 (this also commences the effective date of this Amendment No. 2 until expiration of the Term on June 30, 2025).

If Amendment No. 2 is approved, the Contract Sum will increase by \$139,199.43 thereby bringing the total not to exceed Contract Sum to \$483,407.43.

## **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE AMENDMENT NO. 2 to the Agreement between the CITY OF CARSON and TURBO DATA SYSTEMS, INC.
2. ADOPT RESOLUTION NO. 23-175 - "A RESOLUTION OF THE CITY OF CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2023/24 BUDGET IN THE GENERAL FUND."
3. AUTHORIZE the Mayor to execute Amendment No. 2, following approval as to form by City Attorney.

## **III. ALTERNATIVES**

TAKE any other action the City Council deems appropriate that is consistent with the requirement of law.

## **IV. BACKGROUND**

On April 20, 2021, a three-year contract with two one-year options to extend the term was approved by Council, with the three-year period commencing July 1, 2021, and expiring June 30, 2024.

Turbo Data Systems, Inc. provides the following parking citation services among others: (i) Automated citation issuance; (ii) DMV information retrieval; (iii) Fine escalation and late fee assessment; (iv) Generation and mailing of late notices for unpaid tickets; (v) Placement and release of DMV registration suspensions/holds where applicable; (vi) Online inquiry and update; (vii) Internet payment capability; (viii) Court/Review adjudication management; (ix) Digital imaging; (x)-Collection coordination with the Franchise Tax Board (FTB) and (x) Integrated Collection System (ICS) and Out-Of State (OOS).

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Agreement Term to June 30, 2025, (ii) to increase the Contract Sum by \$84,736 to account for said one (1) year extension period as prescribed under the Agreement, (iii) to add administrative citations services for City's Public Safety Department, Public Works Department and Business Licensing Division commencing the effective date of this Amendment No. 2 until expiration of the Term on June 30, 2025, for an amount of \$5,744.57 (this includes pro-rations for 131 days from February 21, 2024 until June 30, 2024), (iv) to add hearing examiner services for City's Public Safety Department, Public Works Department and Business Licensing Division commencing the effective date of this Amendment No. 2 until expiration of the Term on June 30, 2025, for an amount of \$23,375.00 which is an estimated cost only, and (v) for lease of equipment for an amount of \$25,343.86 (this also commences the effective date of this Amendment No. 2 until expiration of the Term on June 30, 2025).

If Amendment No. 2 is approved, the Contract Sum will increase by \$139,199.43 thereby bringing the total not to exceed Contract Sum to \$483,407.43. Under Carson Municipal Code Section 2611(m)(2), the City Council is authorized to approve contract amendments that concern change orders, such is the case with Amendment No. 2, without solicitation.

## **V. FISCAL IMPACT**

If Amendment No. 2 is approved, Resolution No. 23-175 (attached Exhibit 2) will allocate \$41,076.22 from General Fund Reserve (101-99-999-999-3601) to 101-60-640-101-6004. Public Works will cover \$41,076.22 from account 101-80-840-276-6004. Public Safety will pay \$57,046.91 from account 262-55-593-157-6004 (tow fee fund). The remaining one-year lease amount of \$27,848.43 will be covered by Public Safety 101-55-592-100-6004.

The cost from February 21, 2024 through June 30, 2024, will be \$13,555.48 and the cost from July 1, 2024 through June 30, 2025, will be \$125,643.95.

## **VI. EXHIBITS**

1. Amendment No. 2
2. Resolution No. 23-175
3. Turbo Data Systems Cost Proposal
4. Cost Breakdown

Prepared by: Nora Garcia, Emergency Services Manager