TO:    HONORABLE CITY COUNCIL

FROM:    CITY MANAGER    DEPARTMENT:    POLICE

DATE:  AUGUST 7, 2006    CMR:319:06

SUBJECT:    APPROVAL OF CONTRACT AMENDMENT EXTENDING AGREEMENT WITH THE CITY OF INGLEWOOD FOR PARKING CITATION PROCESSING FROM SEPTEMBER 1 TO OCTOBER 31, 2006

RECOMMENDATIONS

Staff recommends that the City Council approve and authorize the City Manager or his designee to execute the attached amendment extending the agreement with the City of Inglewood for parking citation processing services from September 1 to October 31, 2006, in order to allow time to complete a Request for Proposal (RFP) process.

DISCUSSION

Since 1992, the City has had an agreement with the City of Inglewood for processing of parking citations. As a result of the last RFP, on August 6, 2001, Council approved a multi-year agreement with the City of Inglewood and authorized the City Manager to renew the contract for up to an additional four consecutive one-year terms. The current agreement, which expires August 31, 2006, is calculated on a per citation basis to an amount not to exceed $95,000.

Police Department staff worked with the Purchasing Division to issue an RFP in time to have a new agreement in place by September 1, 2006. However, due to workload issues, staff does not anticipate bringing a new multi-year agreement to Council until mid October. By amending the current agreement, staff will have additional time required to distribute a new RFP, evaluate the proposals and recommend a vendor to Council.

RESOURCE IMPACT

Funds in the amount of $17,000 for the two-month extension are available in the Police Department’s 2006-07 budget.
POLICY IMPLICATIONS

This plan is consistent with current City policies.

ENVIRONMENTAL ASSESSMENT

This is not a project under CEQA.

ATTACHMENTS

Attachment A: Agreement Amendment

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