

From: Tran, Joanna

Sent: Monday, November 29, 2021 12:03 PM

To: 'Council, City' <city.council@cityofpaloalto.org>

Cc: Executive Leadership Team <ExecutiveLeadershipTeam@cityofpaloalto.org>; ORG - Clerk's Office <ClerksOffice@cityofpaloalto.org>

Subject: Council Consent Agenda Question for November 29: Item 6



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Council Consent Agenda Responses

Dear Mayor and Council Members:

On behalf of City Manager Ed Shikada, please find below the staff response to an additional question from Vice Mayor Burt regarding the [Monday, November 29 Council Meeting](#) consent agenda item:

Item 6, Approval of Amendment Number 2 to Contract Number C19173514 With SP Plus to Add Two Years to the Term for the Valet Parking Program for University Avenue and California Avenue Parking Facilities

Vice Mayor question and Staff response are below:

Item 6, Approval of Amendment Number 2 to Contract Number C19173514 With SP Plus to Add Two Years to the Term for the Valet Parking Program for University Avenue and California Avenue Parking Facilities

- 1. The staff report states that valet operations are currently suspended. Does that mean that the city is not currently incurring any costs associated with the valet contract and that we will only incur costs as long as the services remain de-activated?**

Answer: The city does not incur costs for this service unless it is in operation.

- 2. The report states that Cal Ave merchants “have indicated that their business is down” since the parking garage construction impacts began and that temporary valet services for Cal Ave were initiated as a result. That statement appears to have been imported from a 2019 report but is no longer applicable since the Cal Ave garage that added a net ~300 spaces has been completed for a year and is currently very underutilized. Is there a reason that the contract extension includes Cal Ave?**

Answer: The contract was amended to provide construction mitigation during the Cal Ave parking garage construction. That said, valet services could provide mitigation for any future need for enhanced parking capacity in the Cal Ave district. Valet services would only be utilized when parking impacts are occurring/anticipated.

Thank you,
Joanna



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From: Rice, Danille <Danille.Rice@CityofPaloAlto.org>

Sent: Wednesday, November 24, 2021 1:35 PM

To: Council, City <city.council@cityofpaloalto.org>

Cc: Executive Leadership Team <ExecutiveLeadershipTeam@cityofpaloalto.org>; ORG - Clerk's Office <ClerksOffice@cityofpaloalto.org>

Subject: Council Consent Agenda Question for November 29: Item 6 and 7



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Council Consent Agenda Responses

Dear Mayor and Council Members:

On behalf of City Manager Ed Shikada, please find below the staff response to a question from Councilmember Cormack regarding the [Monday, November 29 Council Meeting](#) consent agenda item:

Item 6, Approval of Amendment Number 2 to Contract Number C19173514 With SP Plus to Add Two Years to the Term for the Valet Parking Program for University Avenue and California Avenue Parking Facilities

Item 7, Approval of the Office of the City Auditor's IT Risk Management Assessment Report as Recommended by the Policy and Services Committee

Councilmember question and Staff response are below:

Item 6, Approval of Amendment Number 2 to Contract Number C19173514 With SP Plus to Add Two Years to the Term for the Valet Parking Program for University Avenue and California Avenue Parking Facilities

1. What will happen if the Council does not approve this amendment?

Answer: In the event contract extension is not approved, the City will not be able to support or offer valet services to meet the parking needs in the commercial core areas as the City recovers from the impacts of the pandemic. The contract extension, which only extends the time period of the contract, provides the flexibility to the City to continue providing such services as needed when the parking garages reach capacity. Valet is an essential part of short-term parking plans. In addition to parking operations, valet ambassadors provide security enhancement at these facilities. Therefore, if the contract expires, the City will have to re-initiate the procurement process for acquiring such services. The procurement of a new contract could cause a gap in the services and may also increase costs for providing these services.

Item 7, Approval of the Office of the City Auditor's IT Risk Management Assessment Report as Recommended by the Policy and Services Committee

1. Does Council need to pull this item in order to direct staff to initiate a solicitation to develop a Risk Management Framework?

Answer: Pulling the item to direct staff to develop a Risk Management Framework is not required. If the item is approved, staff will develop a work plan to address the actions documented in the report, which includes creating a Risk Management Framework.

Thank you.



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