



**Purchasing Supply Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 46
AGENDA DATE: Thu 06/24/2004
PAGE: 1 of 2**

SUBJECT: Authorize negotiation and execution of a 12-month contract with ENFORCEMENT TECHNOLOGY, INC., Irvine, CA, for 23 parking ticket writers, accessories and software in an amount not to exceed \$85,000, with five 12-month extension options for software and maintenance of the equipment in an amount not to exceed \$9,710 per extension option, for a total contract amount not to exceed \$133,550.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$85,000 is available in Fiscal Year 2003-2004 Operating Budget of the Transportation, Planning and Sustainability Department. Funding for the extension options is contingent upon available funding in future budgets.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Purchasing
DEPARTMENT: for Transportation,
Planning and
Sustainability; Financial
and Administrative
Services -
Communications and
Technology
Management;

**DIRECTOR'S
AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: Vic Chanmugam, Specialist Senior Buyer/974-2030

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Best proposal of five proposals received.

MBE / WBE: This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract is for the purchase of 23 handheld ticket writers for parking tickets, associated equipment and parking management software to replace similar equipment and software last purchased in 1993. The automation made possible by the previous purchase has proved to be beneficial, both to the officers issuing the parking tickets as well as to Municipal Court, which pursues the litigation and/or collection process. Municipal Court receives the data electronically from the Parking Enforcement Officers and, therefore, does not have to manually enter data into its computer system.

The handheld ticket writer equipment has been in use for over ten years, during which period the manufacturer has continued to maintain and repair the equipment (even after the warranty and maintenance periods have expired). However, the manufacturer will no longer warrant repairs to the equipment because parts are no longer available for these older models, which have become obsolete. If this equipment is not replaced, Parking Enforcement Officers issuing parking tickets may have to revert to



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issuing hand written citations and the Municipal Court may have to resort to manually entering details of citations into its computer system, which will result in delays to the litigation and collection process.

A Request for Proposal was issued on February 2, 2004. Five proposals were received. The proposal from Enforcement Technology Inc. was considered to be the best proposal received. The Company has been doing business with the City for at least ten years. The current ticket writers were manufactured by this Company.

There will be an associated cost of \$5,164 for a computer server, which will be purchased through another city contract.

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

**RFP No. VC04300018
PRICE ANALYSIS**

- a. Adequate competition.
- b. Eleven notices were sent. Eight Requests for Proposals were issued. Five Proposals were received.

APPROVAL JUSTIFICATION

- a. Best proposal.
- b. The Parking Management Office of the Department of Transportation, Planning & Sustainability concurs with the recommended award.
- c. Advertised in the Austin American Statesman on 2/2/04 and 2/9/04; and on the City's Home Page.