

CITY COUNCIL REGULAR SESSION

Resolution authorizing execution of an amendment to the agreement with Diamond Parking Services, LLC for citywide parking enforcement and monitoring services in an amount not to exceed a total contract value of \$750,000; plus all applicable taxes.

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Finance & Asset Management Department

EXECUTIVE SUMMARY

This Resolution will authorize an increase to the on-call contract with Diamond Parking Services for an additional amount of \$250,000 through May 2020.

RECOMMENDATION

Move to adopt Resolution No. 9678

If approved, effective date: 11/18/2019

BACKGROUND/ANALYSIS

The City uses contracted parking enforcement services for special events and ongoing parking enforcement needs.

On April 20, 2015, Council approved a five-year agreement for an estimated expenditure of \$100,000 per year for a total amount of \$500,000. Since that time, the contract was amended to add scope to include the annual Garden d'Lights events at Bellevue Botanical Gardens and additional services related to on-street parking enforcement. This is a City wide on-call contract and as such does not guarantee that the contractor will receive a specific volume of work, a specific total contract amount, or a specific order value. It is structured as time and materials contracts with specific hourly rates, terms, and conditions to be provided as needed and funding is available.

The City is in need of additional authority to ensure available funding for parking enforcement related to the annual Garden d'Lights events and remaining ongoing services through the end of the contract period. Should the 2019-2022 budgets reduce or eliminate funding for these kinds of services, the City is under no obligation to continue to do business with this vendor.

POLICY & FISCAL IMPACTS**Policy Impact**

Bellevue City Code

Pursuant to BCC 4.28.030B.1, the City has promulgated procurement procedures for the utilization of on-call contracts for services that fit within the following criteria: (1) the projects/tasks are simple, short-term, and small in scale; (2) the services are typically performed on a routine and repetitive basis; and (3) the projects/tasks are under \$50,000 plus applicable taxes.

BCC 4.28.040A.2: Council approval is required for contracts greater than \$90,000.

Fiscal Impact

This amendment would increase the not to exceed amount of the contract by an additional \$250,000, increasing the total contract not to exceed amount to \$750,000, plus all applicable taxes. This amendment is funded within the 2019-2020 Adopted Budget. Services under this contract support projects or programs approved by Council.

Total expenditures will be monitored by contract managers and services will not be requested from the vendor unless funds are available to cover the services.

OPTIONS

1. Adopt the Resolution authorizing execution of an amendment to the agreement with Diamond Parking Services, LLC for citywide parking enforcement and monitoring services in an amount not to exceed a total contract value of \$750,000; plus all applicable taxes.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS & AVAILABLE DOCUMENTS

Proposed Resolution No. 9678

AVAILABLE IN COUNCIL LIBRARY

Amendment No. 8 to General Services Agreement, PO # 1550153