



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

R-12

333 West Ocean Boulevard 6th Floor • Long Beach, CA 90802 • (562) 570-6845 • Fax (562) 570-5836

April 23, 2013

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager to execute all documents necessary to extend Contract No. 30774 between the City of Long Beach and Xerox, Inc., for collection services of delinquent parking violations for up to one additional year to June 30, 2014, on a month-to-month basis. (Citywide)

DISCUSSION

On May 13, 2008, the City Council authorized the City Manager to execute an agreement with Xerox/ACS State & Local Solutions, Inc. (ACS), now known as Xerox Inc., for the collection of delinquent parking violations for a three-year period, with the option of renewing for two additional one-year periods. The City Council also adopted a Resolution imposing a charge of 25 percent on delinquent parking violations sent to ACS for collection. The collection fee of 25 percent is retained by the collection agency, and all remaining funds are remitted to the City and deposited to the appropriate funds. The current agreement will expire on June 30, 2013.

The Request for Proposals (RFP) was advertised in the Press-Telegram on December 28, 2012 and January 10, 2013, and 2,141 potential bidders specializing in parking citation systems were notified of the RFP opportunity. Of those bidders, 42 downloaded the RFP via our electronic bid system. The RFP document was also made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. The RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 30 local, minority and women-owned business groups. Five proposals were received on February 20, 2013. City staff has been conducting an extensive review and analysis process that entails, budget, operational considerations, delivery of service and revenue opportunities, while considering vendors and evaluating proposals. An extension to the current contract of no more than one-year, on a month-to-month basis, on the same terms and conditions is requested to conclude this process and formalize a recommendation to the City Council for a new, integrated parking billing, collections, information system and services contract.

HONORABLE MAYOR AND CITY COUNCIL

April 23, 2013

Page 2

This matter was reviewed by Deputy City Attorney Amy R. Webber on March 19, 2013 and Budget Management Officer Victoria Bell on April 1, 2013.

TIMING CONSIDERATIONS

City Council action is requested on April 23, 2013 to ensure uninterrupted collection services for the City's unpaid parking citations during the RFP review and selection process.

FISCAL IMPACT

As a result of enhanced collection efforts that began in FY 13, this contract is expected to generate in excess of \$500,000 in annual revenue. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

JG:PH
K:\EXEC\COUNCIL LETTERS\COMMERCIAL SERVICES\Misc\04-23-13 CCL - XEROX CONTRACT - COLLECTION OF DELINQUENT PKG CITES.DOC.DOCX

APPROVED:



PATRICK H. WEST
CITY MANAGER