

SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

RESOLUTION No. 15-105

WHEREAS, The current citation processing agreement with PRWT Services was approved in November 2008 for five years, with an option to extend the contract for up to five additional years; and,

WHEREAS, In November 2013, the agreement was extended for two of the possible five additional years for three reasons: 1) \$6,835,709 remained from the original contract amount of \$53,475,441 for optional services not used during the first five years and were re-allocated to fund ongoing services for an additional two years, 2) the extension would lock in the 2008 per citation fee of \$2.89 for the duration of the two year extension, and 3) to provide additional time for the agency to determine if other technologies were available to better provide citation processing services and support SFMTA staff in servicing the public, and if so, conduct a competitive bidding process to secure these new technologies; and,

WHEREAS, In September 2014, the SFMTA hired a consultant to identify new technological capabilities, produce an industry standards report, and write detailed system specifications for the an RFP for upgraded services in the following areas: citation processing, residential and other permit parking fulfillment, enforcement support, administrative review and protest hearings, out-of-state, business fleet, car-rental company and other special collections, accounting and audit support, and transition of exiting and archived citation data to a new system; and,

WHEREAS, Findings for this research will be available in July 2015 and will inform the RFP drafting process; and,

WHEREAS, Contract funding will be exhausted before the October 31, 2015 expiration date due to higher than projected expenses in credit card merchant fees and slight increases in citation issuance that have resulted in increased special collections and citation processing costs; and,

WHEREAS, Time is needed to review the industry standards report and its recommendations in order to develop an appropriate RFP given the wide scope of the services required; and,

WHEREAS, Should the agency opt to transition citation data to a new system, at least six months will be needed given the amount of data to be transitioned; and,

WHEREAS, This extension is within the term originally approved for the contract since two additional years beyond this one-year extension are possible; and,

WHEREAS, On June 11, 2015, the San Francisco Planning Department concurred with the SFMTA's determination that the Fourth Amendment to SFMTA Contract No. 2008/09-61 with PRWT Services, Inc. for citation processing and related services is not a "project" for purposes of environmental review under the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations Section 15060(c)(2); and,

WHEREAS, A copy of the San Francisco Planning Department's determination is on file with the Secretary to the SFMTA Board of Directors, and is incorporated herein by reference; now, therefore, be it

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors authorizes the Director to execute the Fourth Amendment to SFMTA Contract No. 2008/09-61 with PRWT Services, Inc. for citation processing and related services to extend the Agreement by one year to October 31, 2016, with an option to extend the contract for up to two additional years, and to increase the contract by \$11,395,881 for a contract amount not to exceed \$64,871,292; and be it further

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors recommends that that Board of Supervisors approve the Fourth Amendment pursuant to Charter Section 9.118.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of July 7, 2015.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency