



## Legislation Text

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**File #:** 18-255, **Version:** 1

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*Report Prepared by: Renie Fagundes, Accountant III, Finance Department*

**SUBJECT:** Contract Amendment with Data Ticket, Inc.

### REPORT IN BRIEF

Consider a one-year extension with Data Ticket, Inc. for citation processing services.

### RECOMMENDATION

**City Council** - Adopt a motion approving a one-year extension to the contract with Data Ticket, Inc. and authorizing the City Manager or Assistant City Manager to execute all necessary documents.

### ALTERNATIVES

1. Approve, as recommended; or
2. Refer matter back to staff for changes; or
3. Deny.

### AUTHORITY

Chapter 3.04, Purchasing System, sets forth procedures for contracting for professional services.

### CITY COUNCIL PRIORITIES

N/A

### DISCUSSION

Since July 2006, the City has contracted with Data Ticket for web based software and processing of parking citations. The services include the processing of payments, appeal scheduling and the Franchise Tax Board (FTB) tax lien participation, obtaining social security numbers, send notices to customers, filing adjustments on the Data Ticket database and FTB database and managing the monthly reports. Citizens have online access 24/7 to Data Ticket (Citation Processing Center), where they can view, appeal and pay their citations.

The current contract expires June 30, 2018. Due to time constraints and the resources it would take if a new vendor is selected, Finance is requesting a one year contract extension. Finance will be able to prepare and complete a thorough RFP selection process and have the time needed to transition to another vendor if it is determined.

Data Ticket has notified the Finance Department that their rates will remain the same for the next year from July 2018 to June 2019.

### IMPACT ON CITY RESOURCES

The approximate annual cost for citation processing is \$55,000 (which is based on the number of tickets written and collected) for Data Ticket and is included in the proposed Fiscal Year 18-19 budget.

## **ATTACHMENTS**

1. Amended Professional Services agreement
2. Data Ticket service fees