

RESOLUTION NO. 2003-25322

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PERTAINING TO THE RANKING OF PROPOSALS RECEIVED PURSUANT TO REQUEST FOR PROPOSALS (RFP) NO. 35-02/03, FOR THE PURCHASE OF A PARKING MANAGEMENT SOFTWARE; AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE FIRM OF T-2 SYSTEMS; AND IF NEGOTIATIONS ARE SUCCESSFUL, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT WITH T-2 SYSTEMS; FURTHER APPROPRIATING \$184,000 FROM PARKING REVENUE BOND FUND 481, AND APPROVING THE ESTABLISHMENT OF A WORK ORDER FOR THE PROJECT.

WHEREAS, the City's existing parking software is outdated and lacks the capabilities to meet the needs and expectations that are commonplace in today's "electronic" business world; and

WHEREAS, in the City's continued effort to improve parking services to residents and visitors alike, on March 25, 2003, the City issued Request for Proposals (RFP) No. 35-02/03 for the purchase of a state-of-the-art parking permit management system (the "RFP"); and

WHEREAS, one of the Administration's goals is to provide a wide range of parking services via the Internet, this would include sale/renewal of residential and business permits, access cards, parking smart cards, meter rentals, and a number of other services; and

WHEREAS, the Parking Department, in conjunction with the Information Technology Department, worked closely in the selection of the consultant and development of the scope of work and specifications; and

WHEREAS, Bier and Associates conducted a Needs Analysis of the Parking Department's Customer Service operations, including software/hardware capabilities; and

WHEREAS, Bier and Associates developed scope of work, technical specifications, system requirements, and assessed the numerous software products currently on the market in order to formulate a comprehensive package that will address the Parking Department's needs, the following are the general system requirements:

- Reduce our workload
- Help better manage our communications with customers
- Improve/Enhance our permit sales
- Reduce office traffic by allowing customers to apply for, as well as purchase, permits via the Internet
- Help us obtain useful reports for system analysis, problem resolution, overall efficiency, etc.
- Enhance our image to our customers
- Improve the planning and management of special events, the allocation of departmental resources, and financial transactions and invoices associated with special events
- Save time by incorporating a relational database that contains permits, vehicles, and customers (i.e. permit holders, persons responsible for permits, etc.); and

WHEREAS, on March 25, 2003, RFP No. 35-02/03 was issued, and on April 30, 2003, proposals from the following four (4) firms were received in Procurement: EDC Corp, Cardinal Tracking, Iparq and T-2 Systems; and

WHEREAS, Letter to Commission (LTC) No. 127-2003, appointed the following individuals to serve as members of the evaluation committee:

Vivian Guzman, CMB Neighborhood Services and Chair of Committee
William St. Laurent, Resident
Gabriela Doria-Simpson, Transportation and Parking Committee
Kenny Wright, CMB Parking Dept.
James Stamos, CMB Parking Dept.
James Sutter, CMB Internal Auditing
Richard Zuech, CMB I.T. Department; and

WHEREAS, on July 23, 2003, the Evaluation Committee (the "Committee") met for the first time and short-listed three (3) of the four firms for presentations, the three firms selected for presentations were Cardinal Tracking, EDC and T-2 Systems; and

WHEREAS, the firm of EDC declined the invitation to present its proposal before the Committee; and

WHEREAS, on August 20, 2003, Cardinal Tracking and T-2 Systems were given one hour presentations which included demonstration of software, question and answers; and

WHEREAS, upon completion of presentations, and question and answer sessions, the Committee deliberated and ranked T-2 Systems, as the top-ranked firm, and Cardinal Tracking as second-ranked firm, the Committee scored and ranked each firm as follows:

T-2 Systems 592 points (7 first place votes)
Cardinal Tracking 544 points (7 second place votes) ; and

WHEREAS, the City Manager concurs with the Committee's recommendation.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission accept the recommendation of the City Manager pertaining to the ranking of proposals received pursuant to Request for Proposals (RFP) No. 35-02/03, for the purchase of a parking management software; authorize the Administration to enter into negotiations with the firm of T-2 Systems for the purchase of a parking management software, and if negotiations are successful, authorize the Mayor and City Clerk to execute an agreement with T-2 Systems; further appropriating \$184,000 from Parking Revenue Bond Fund 481, and approving the establishment of a work order for the Project.

PASSED and ADOPTED this 10th day of September, 2003.

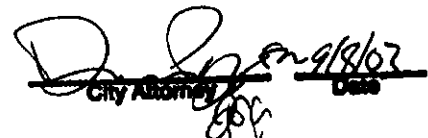

Vice - Mayor

ATTEST:


City Clerk

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**APPROVED AS TO
FORM & LANGUAGE
& FOR EXECUTION**


City Attorney Date

**CITY OF MIAMI BEACH
COMMISSION ITEM SUMMARY**



Condensed Title:

A Resolution that Accepts the Recommendation of the City Manager Pertaining to the Ranking of Proposals Received Pursuant to Request for Proposals (RFP) No. 35-02/03, for the Purchase of a Parking Management Software; Authorizing the Administration to Enter Into Negotiations with the Firm of T-2 Systems for the Purchase of a Parking Management Software; And if Negotiations are Successful, Authorize the Mayor and City Clerk to Execute an Agreement with T-2 Systems; Further Appropriating \$184,000 from Parking Revenue Bond Fund 481 and the Establishment of a Work Order for the Project.

Issue:

Shall the City Commission accept the City Manager's ranking of firms; shall the City Commission authorize negotiations; shall the City Commission authorize the Mayor and City Clerk to execute an agreement; and shall the City Commission appropriate \$184,000 from the Parking Revenue Bond Fund 481?

Item Summary/Recommendation:

The existing parking software is outdated and lacks the capabilities to meet the needs and expectations that are commonplace in today's "electronic" business world. In the City's continued effort to improve [parking] services to residents and visitors alike, a state-of-the-art parking permit management system (software/hardware) RFP was issued. The goal is to provide a wide range of parking services via the Internet. This would include: sale/renewal of residential and business permits, access cards, parking smart cards, meter rentals, and a number of other services. In order to meet this goal, the first step is to procure a web enabled parking management software system.

On July 23, 2003, the Evaluation Committee (the "Committee") met for the first time and short-listed three (3) of the four firms for presentations. The three firms selected for presentations were Cardinal Tracking, EDC and T-2 Systems. However, the firm of EDC declined the invitation to present their proposal before the Committee because firms were required to provide a residency confirmation system, currently EDC does not have a system to positively identify true Miami Beach residency.

On August 20, 2003, Cardinal Tracking and T-2 Systems were given one hour presentations which included demonstration of software, question and answers.

Upon completion of presentations and question and answer sessions, the Committee deliberated and ranked T-2 Systems as the top-ranked firm and Cardinal Tracking as second-ranked firm.

ADOPT THE RESOLUTION.

Advisory Board Recommendation:

N/A.

Financial Information:

Source of Funds:	Amount	Account	Approved
<div style="border: 1px solid black; width: 40px; height: 40px; display: inline-block; vertical-align: middle;"></div> Finance Dept.	1	\$184,000	Parking Revenue Bond Fund 481
	2		
	3		
	4		
	Total		

City Clerk's Office Legislative Tracking:

Saul Frances, ext. 6483

Sign-Offs:

Department Director	Assistant City Manager	City Manager
GL <i>[Signature]</i> SF <i>[Signature]</i>	CMC <i>[Signature]</i>	JMG <i>[Signature]</i>

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AGENDA ITEM C7F

DATE 9-10-03

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139
www.miamibeachfl.gov



COMMISSION MEMORANDUM

To: Mayor David Dermer and
Members of the City Commission

Date: September 10, 2003

From: Jorge M. Gonzalez
City Manager

A handwritten signature in cursive script, appearing to read 'Jorge'.

Subject: **A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PERTAINING TO THE RANKING OF PROPOSALS RECEIVED PURSUANT TO REQUEST FOR PROPOSALS (RFP) NO. 35-02/03, FOR THE PURCHASE OF A PARKING MANAGEMENT SOFTWARE; AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE FIRM OF T-2 SYSTEMS FOR THE PURCHASE OF A PARKING MANAGEMENT SOFTWARE; AND IF NEGOTIATIONS ARE SUCCESSFUL, AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT WITH T-2 SYSTEMS; FURTHER APPROPRIATING \$184,000 FROM PARKING REVENUE BOND FUND 481 AND THE ESTABLISHMENT OF A WORK ORDER FOR THE PROJECT.**

FUNDING:

\$184,000 Funds are available from Parking Revenue Bond Fund 481 for the purpose of purchasing and installing a parking management software. The following is breakdown of the funds to be expended:

Parking Management Software	\$153,000
Hardware (Server)	\$ 25,000
Contingency (20%)	<u>\$ 31,000</u>
	\$184,000

ADMINISTRATION RECOMMENDATION

Adopt the Resolution.

ANALYSIS:

The existing parking software is outdated and lacks the capabilities to meet the needs and expectations that are commonplace in today's "electronic" business world. In the City's continued effort to improve [parking] services to residents and visitors alike, a state-of-the-art parking permit management system (software/hardware) RFP was issued. One of the

Administration's goals is to enhance e-government services. The goal is to provide a wide range of parking services via the Internet. This would include: sale/renewal of residential and business permits, access cards, parking smart cards, meter rentals, and a number of other services. In order to meet this goal, the first step is to procure a web enabled parking management software system.

The Administration contracted Bier and Associates, Inc, as a consultant, to provide technical expertise in parking industry business solutions. The Parking Department in conjunction with the Information Technology Department worked closely in the selection of the consultant and development of the scope of work and specifications. Specifically, Bier and Associates conducted a Needs Analysis of the Parking Department's Customer Service operations, including software/hardware capabilities. Clearly, the technology currently in place has served its purpose; however, it is not suited to meet future demands. Bier and Associates developed scope of work, technical specifications, system requirements, and assessed the numerous software products currently on the market in order to formulate a comprehensive package that will address all of the Department's needs. The following are the general system requirements:

- Reduce our workload
- Help better manage our communications with customers
- Improve/Enhance our permit sales
- Reduce office traffic by allowing customers to apply for, as well as purchase, permits via the Internet
- Help us obtain useful reports for system analysis, problem resolution, overall efficiency, etc.
- Enhance our image to our customers
- Improve the planning and management of special events, the allocation of departmental resources, and financial transactions and invoices associated with special events
- Save time by incorporating a relational database that contains permits, vehicles, and customers (i.e. permit holders, persons responsible for permits, etc.)

Provide a better system for tracking: vehicles that have been towed or have been approved for tow, the status/location of towed vehicles, as well as the fine accrual while in impound

RFP Process:

At its regular meeting on February 26, 2002, the Mayor and City Commission authorized the issuance of a Request for Proposals (RFP) for the purchase of a Parking Management Software System. On March 25, 2003, RFP 35-02/03 was issued. On April 30, 2003, proposals from the following four (4) firms were received in Procurement: EDC Corp, Cardinal Tracking, Iparq and T-2 Systems.

Letter to Commission (LTC) No. 127-2003, appointed the following individuals to serve as members of the evaluation committee:

Vivian Guzman, CMB Neighborhood Services and Chair of Committee
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On July 23, 2003, the Evaluation Committee (the "Committee") met for the first time and short-listed three (3) of the four firms for presentations. The three firms selected for presentations were Cardinal Tracking, EDC and T-2 Systems. However, the firm of EDC declined the invitation to present their proposal before the Committee because firms were required to provide a residency confirmation system, currently EDC does not have a system to positively identify true Miami Beach residency.

On August 20, 2003, Cardinal Tracking and T-2 Systems were given one hour presentations which included demonstration of software, question and answers.

Upon completion of presentations and question and answer sessions, the Committee deliberated and ranked T-2 Systems as the top-ranked firm and Cardinal Tracking as second-ranked firm. Said ranking was based on the following weighted factors and criteria:

<u>Factors:</u>	<u>Weight</u>
Experience	20%
Compliance with Technical Specifications	30%
Technical Support	15%
Cost	25%
Financial Stability	10%

The Committee scored and ranked each firm as follows:

T-2 Systems	592 points (7 first place votes)
Cardinal Tracking	544 points (7 second place votes)

CONCLUSION:

The Administration recommends that the Mayor and City Commission authorize the Administration to enter into negotiations with T-2 Systems for the purchase of a parking management software, and if negotiations are successful, authorize the Mayor and City Clerk to execute an agreement with T-2 Systems and further approve an appropriation in the amount of \$184,000 from Parking Revenue Bond Fund 481 and the establishment of a work order.