

COMMISSION ITEM SUMMARY

**Condensed Title:**

Request for approval to re-issue a Request For Proposals (RFP) for the acquisition of a Mobile and/or Handheld License Plate Recognition (LPR) parking enforcement system with certain amended requirements.

**Key Intended Outcome Supported:**

Improve Parking Availability; Improve process through information technology

**Supporting Data (Surveys, Environmental Scan, etc:** 77% of residents rated availability of Parking across Miami Beach as too little or much too little.

**Issue:**

Shall the Mayor and City Commission approve the re-issuance of the RFP?

**Item Summary/Recommendation:**

The City of Miami Beach Parking Department (the City) is pursuing technology enhancements for its parking payment systems, including but not limited to multi-space pay stations, municipal permit programs, including business and residential permits, and potentially pay by phone services. The City intends to migrate to an LPR enforcement system and eventually have "paperless" parking payment options and solutions. The payment options shall be delivered through real time web based services provided by either the vendors' payment platform, or in at least one case, the City's payment platform.

On March 21, 2012 the City Commission approved the issuance of RFP No. 35-11/12 for the acquisition of a mobile and handheld LPR parking enforcement system. The intent was to acquire both systems from one vendor. The RFP was issued on April 20, 2012 and proposals received on May 21, 2012. Two (2) proposals were received, however neither one provided both solutions in one package. Since this was a requirement of RFP No. 35-11/12, the Administration has disqualified both proposals for being non-responsive. Therefore, the Administration recommends that the RFP be re-issued to allow for vendors to provide proposals for each solution separately.

The Administration recommends that the Mayor and the City Commission re-issue a Request For Proposals for the acquisition of a Mobile and/or Handheld License Plate Recognition (LPR) Parking Enforcement System with certain amended requirements.

**APPROVE THE ISSUANCE OF THE RFP.**

**Advisory Board Recommendation:**

N/A

**Financial Information:**

Source of Funds:	1	Amount	Account
OBPI	Total		

**Financial Impact Summary:** Request to issue RFP only, no funds being expended.

**City Clerk's Office Legislative Tracking:**

Saul Frances ext 6483

**Sign-Offs:**

Department Director SF	Assistant City Manager JGG	City Manager KGB
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# MIAMI BEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

## COMMISSION MEMORANDUM

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Kathie G. Brooks, Interim City Manager

DATE: July 18, 2012

SUBJECT: **REQUEST FOR APPROVAL TO RE-ISSUE A REQUEST FOR PROPOSALS (RFP) FOR THE ACQUISITION OF A MOBILE AND/OR HANDHELD LICENSE PLATE RECOGNITION (LPR) PARKING ENFORCEMENT SYSTEM WITH CERTAIN AMENDED REQUIREMENTS.**

### ADMINISTRATION RECOMMENDATION

Re-issue RFP with certain amended requirements.

### KEY INTENDED OUTCOME

Improve Parking Availability; Improve process through information technology.

### ANALYSIS

The City of Miami Beach Parking Department (the City) is pursuing technology enhancements for its parking payment systems, including but not limited to multi-space pay stations, municipal permit programs, including business and residential permits, and potentially pay by phone services. The City intends to migrate to a License Plate Recognition (LPR) enforcement system and eventually have "paperless" parking payment options and solutions. The payment options shall be delivered through real time web based services provided by either the vendors' payment platform, or in at least one case, the City's payment platform.

The City is seeking an LPR enforcement component including functionality through real time web enabled mobile and handheld units which interface with the proprietary payment platforms described above. The above payment platform list is not intended to be an all encompassing list.

On March 21, 2012 the City Commission approved the issuance of RFP No. 35-11/12 for the acquisition of a mobile and handheld LPR parking enforcement system. The intent was to acquire both systems from one vendor. The RFP was issued on April 20, 2012 and proposals received on May 21, 2012. Two (2) proposals were received, however neither one provided both solutions in one package. Since this was a requirement of RFP No. 35-11/12, the Administration has disqualified both proposals for being non-responsive. Therefore, the Administration recommends that the RFP be re-issued to allow for vendors to provide proposals for each solution separately.

## **SCOPE OF SERVICES**

It is the intent of the City to enter into a three (3) year Agreement with the successful Proposer to provide a Mobile **and/or** Handheld LPR Parking Enforcement System, with an option for an additional two (2) year renewal option, at the sole discretion of the City Manager.

The successful Proposer shall be responsible for the following:

1. All hardware and software for the Mobile **and/or** Handheld LPR System and application.
2. Back-Office Management and Reporting System.
3. The system enables a parking inspector to quickly and easily navigate through a handheld **and/or** mobile device and determine the parking payment "status" (valid or invalid) and other credential information, as determined by the City, of a user/vehicle by reading the license plate.
4. The System must cross reference various types of parking payment platforms, including proprietary multi-space pay stations, permit software, pay by phone, and other platforms, as required.
5. The system will be utilized by parking enforcement personnel 24 hours, 365 days a year (full time); therefore, the Successful Proposer shall have sufficient resources and personnel to support and maintain the system.
6. Equipment shall be ruggedized.
7. High accuracy in license plate recognition.

## **MINIMUM REQUIREMENTS AND QUALIFICATIONS**

1. The Proposer must have a verifiable proven track record of providing successful mobile **and/or** handheld LPR systems and, to that end, must have no fewer than three (3) consecutive years of experience in comparable municipal parking enforcement operations and/or related enforcement applications.
2. The Proposer must demonstrate evidence of financial capability sufficient to install, maintain, and support mobile and handheld LPR systems and services to meet the City's needs.
3. The Proposer must demonstrate a level of expertise, technical knowledge, innovation, and overall capacity to provide mobile **and/or** handheld LPR systems and services with a high level of success interfacing with multiple payment platforms during variable periods of high demand, including unforeseeable circumstances.

## **MINIMUM TECHNICAL SOFTWARE REQUIREMENTS**

1. Software in the LPR must read real time parking data from the City's parking database for both mobile and handheld LPR devices.
2. Software must be compatible with Windows 7 Desktop.
3. Software must have the ability to create internal and external reports
4. Proposer must have successfully completed at least three (3) externally hosted software packages for a comparable parking system equal to most, if not all, of the above specifications, including software merging of an existing data/history within the past four (4) years.
5. Successful proposer will be responsible for all sub-contracted solutions and/or third party software.

6. Proposer must provide on-site training for implementation.
7. Proposer shall be responsible for all service to the database website reporting.
8. All data must be owned by the City.

### **EVALUATION PROCESS**

The procedure for Proposal evaluation and selection is as follows:

1. Request for Proposals issued.
2. Receipt of Proposals.
3. Opening of Proposals and determination if they meet the minimum standards of responsiveness.
4. An Evaluation Committee, appointed by the City Manager, shall meet to evaluate each Proposal in accordance with the requirements of this RFP. Proposers may be requested to make additional written submissions or oral presentations to the Evaluation Committee.
5. The Evaluation Committee shall recommend to the City Manager the Proposal or Proposals acceptance of which the Evaluation Committee deems to be in the best interest of the City.
6. The Evaluation Committee shall base its recommendations on the following factors, for a total of 100 possible points:
  - Proposer's experience and qualifications in providing mobile **and/or** handheld LPR systems and services: **25 points**
  - Cost to the City: **25 points**
  - Mobile **and/or** Handheld LPR System capabilities, performance, and durability: **25 points**
  - Technical knowledge, innovation, and overall capacity to provide mobile **and/or** handheld LPR systems and services: **15 points**
  - Past performance based on references, information provided in the proposal submission, and performance evaluation surveys: **10 points**

**LOCAL PREFERENCE:** The Evaluation Committee will assign an additional five (5) points to Proposers, which are, or include as part of their proposal team, a Miami Beach-based vendor as defined in the City's Local Preference Ordinance.

**VETERANS PREFERENCE:** The Evaluation Committee will assign an additional five (5) points to Proposers, which are, or include as part of their proposal team, a small business concern owned and controlled by a veteran(s) or a service-disabled veteran business enterprise, as defined in the City's Veterans Preference Ordinance.

7. After considering the recommendation(s) of the Evaluation Committee, the City Manager shall recommend to the Mayor and Commission the Proposal or Proposals acceptance of which the City Manager deems to be in the best interest of the City.
8. The City Commission shall consider the City Manager's recommendation(s) as it deems appropriate and may: approve the City Manager's recommendation(s); make its own recommendation(s); reject all Proposals; or may prescribe such other action, as it deems necessary and in the best interest of the City.

9. Following recommendation of award by the City Commission, negotiations between the selected Proposers and the City Administration take place to arrive at a contract. If the Mayor and Commission has so directed, the City Manager may proceed to negotiate a contract with a Proposer other than the top-ranked Proposer if the negotiations with the top-ranked Proposer fail to produce a mutually acceptable contract within a reasonable period of time.
10. A proposed contract (or contracts) is presented to the Mayor and Commission for approval, modification and approval, or rejection.
11. If and when a contract (or contracts) acceptable to the respective parties is approved by the Mayor and Commission, the Mayor and City Clerk sign the contract(s) after the selected Proposer(s) has (or have) done so.

### **CONCLUSION**

The Administration recommends that the Mayor and the City Commission re-issue a Request For Proposals for the acquisition of a Mobile **and/or** Handheld License Plate Recognition (LPR) Parking Enforcement System with certain amended requirements.

KGB/JGG/SF

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