

1 [Agreement Amendment - PRWT Services, Inc. - Citation Processing and Support Services –  
2 Not to Exceed \$64,871,292]

3 **Resolution approving the Fourth Amendment to the Agreement with PRWT Services,**  
4 **Inc., for citation processing and support services to extend the Agreement by one year**  
5 **to October 31, 2016, with an option to extend the Agreement for up to two additional**  
6 **years, and to increase the Agreement by \$11,395,881 for a total contract amount not to**  
7 **exceed \$64,871,292.**

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

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

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

3 WHEREAS, Findings from this consultant will be available in July 2015 and will inform  
4 the RFP drafting process; and

5 WHEREAS, Contract funding will be exhausted before the October 31, 2015, expiration  
6 date due to higher than projected expenses in credit card merchant fees and increased  
7 special collections and citation processing costs; and

8 WHEREAS, Should the SFMTA opt to transition citation data to a new system, at least  
9 six months will be needed for system transition given the amount of data involved; and

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

12 WHEREAS, San Francisco Charter, Section 9.118 provides that the Board of  
13 Supervisors must approve modifications of more than \$500,000 for expenditure contracts in  
14 excess of ten million dollars; and

15 WHEREAS, The SFMTA Board recommends that the Board of Supervisors approve  
16 the Fourth Amendment pursuant to Charter, Section 9.118; and

17 WHEREAS, A copy of the Fourth Amendment and supporting documentation is on file  
18 with the Clerk of the Board of Supervisors in File No. 150756, which is hereby declared to be  
19 part of this motion as if set forth fully herein; now, therefore, be it

20 RESOLVED, That San Francisco Board of Supervisors authorizes the SFMTA to enter  
21 into the Fourth Amendment for the Agreement with PRWT Services, Inc. for citation  
22 processing and support services to extend the Agreement by one year to October 31, 2016,  
23 with an option to extend the Agreement for up to two additional years, and to increase the  
24 Agreement by \$11,395,881 for a total contract amount not to exceed \$64,871,292; and, be it  
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1           FURTHER RESOLVED, That within 30 days of the document being fully executed by  
2 all parties, the final document shall be provided to the Clerk of the Board for inclusion in the  
3 official file.

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