

THIS PRINT COVERS CALENDAR ITEM NO. : _____

**SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY**

DIVISION: Sustainable Streets

BRIEF DESCRIPTION:

Authorizing the Director of Transportation to execute a contract with Skidata, Inc. (Skidata) for the equipment, software and professional services required to install and maintain a new access and revenue-control system at 22 parking facilities, for a total not to exceed \$19,319,270, and a term not to exceed beyond June 30, 2029.

SUMMARY:

- The existing Parking Access and Revenue Control System (PARCS) in 22 parking facilities managed by SFMTA is past its useful life and must be replaced to maximize revenue security, assure PCI-DSS compliance and improve customer service at these parking assets that generated about \$94 million in gross revenue for the City in Fiscal Year 2014-15.
- On January 12, 2015, SFMTA issued Request for Proposals (RFP) #SFMTA 2015-36, for Parking Access and Revenue Control Systems.
- The RFP requested proposals for providing PARCS equipment, as well as associated installation, software, system-integration, maintenance, and professional services.
- SFMTA received four responsive proposals by the deadline of April 6, 2015. An evaluation panel including staff from SFMTA, SFRPD and the City of Oakland reviewed all responsive proposals, and, based on scoring of the written proposals, two of the four proposers were invited to oral interviews conducted on June 9, 2015.
- The evaluation panel conducted interviews with the final two proposers and scored proposer responses to interview questions.
- In a memorandum dated **July 28, 2015**, the SFMTA's Equal Opportunity Office certified the final scores and confirmed Skidata as the top-ranked proposer.
- Staff spent subsequent months in contract negotiations with Skidata to finalize the equipment and services to be delivered as well as final contract terms and conditions.
- Staff recommends awarding a contract to Skidata.

ENCLOSURES:

1. SFMTAB Resolution
2. Contract with Skidata

APPROVALS:

DATE

DIRECTOR _____

SECRETARY _____

ADOPTED RESOLUTION

BE RETURNED TO _____ Ted Graff, Director of Parking _____

ASSIGNED SFMTAB CALENDAR DATE: _____

PURPOSE

This report requests that the San Francisco Municipal Transportation Agency (SFMTA) Board of Directors adopt the attached resolution authorizing the Director of Transportation to execute a contract with Skidata, Inc. (Skidata) for the equipment, software and professional services required to install and maintain a new access and revenue-control system at 22 parking facilities, for a total not to exceed \$19,319,270, and a term not to exceed beyond June 30, 2029.

GOAL

This action is consistent with the SFMTA 2013-2018 Strategic Plan.

Goal 2: Make transit, walking, bicycling, taxi, ridesharing & carsharing the preferred means of travel

Objective 2.1: Improve customer service and communications

Objective 2.4: Improve parking utilization and manage parking demand

Goal 3: Improve the environment and quality of life in San Francisco

Objective 3.1: Reduce the Agency's and the transportation system's resource consumption, emissions, waste, and noise.

Objective 3.2: Increase the transportation system's positive impact on the economy.

Objective 3.4: Deliver services efficiently.

DESCRIPTION

The SFMTA's Parking section manages 39 off-street parking facilities, generating over \$94 million in gross revenue and approximately \$40 million in net revenue annually. The mission of the Parking section is to provide clean, safe and convenient parking to the visitors, employees and businesses in the downtown core, as well as the commercial and residential districts. Through effective management of over 15,000 spaces at these facilities, the Parking section supports economic vitality in the City's downtown and neighborhood commercial districts.

Parking Access and Revenue Control Systems (PARCS) are in place at 22 off-street parking facilities. The PARCS equipment – which includes barrier gates, ticket dispensers, cashier stations, pay-on-foot machines, and the computer hardware and software that controls them – controls access to the facilities, tracks patron length-of-stay, and accepts and tracks payment of parking fees. The PARCS equipment currently in city garages has been in place for almost fifteen years and is well past its useful life. New PARCS equipment will bring up-to-date technology to the garages that will: enhance revenue-security, assure PCI-DSS compliance of garage operations, and improve customer service through enhanced efficiency of operations. The Parking section has thus undertaken a project to a) procure and install new PARCS equipment, and b) enter into a long-term maintenance agreement to ensure the new PARCS equipment is well maintained, uptime of equipment is maximized, and PCI-DSS compliance is routinely reviewed and assured, all of which will result in an improved customer experience.

On January 12, 2015, the SFMTA advertised RFP #SFMTA 2015-36 soliciting proposals from PARCS

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equipment vendors for providing the equipment, software and professional services required to install and maintain new PARCS equipment at 22 parking facilities. The RFP outlined a two-stage evaluation process. An evaluation panel comprised of staff from SFMTA, SFRPD and the City of Oakland first reviewed and scored the written proposals. Based on scoring of the written proposals, the highest-ranked proposers were invited to an oral interview on June 9, 2015. Panelist scoring of the oral interview was added to scoring of the written proposal, and total scores were tabulated. In a memorandum dated July, 28, 2015, the SFMTA's Equal Opportunity Office certified Skidata as the top-ranked proposer.

Subsequent to the selection process, staff entered into, and successfully concluded, contract negotiations with Skidata.

PUBLIC OUTREACH

No public outreach is required.

ALTERNATIVES CONSIDERED

The alternative is for the existing PARCS equipment to stay in service indefinitely. This would mean a deferral of planned improvements to revenue-security and customer service and also more PCI-DSS related liability for the City. Continuing garage operations indefinitely using the existing PARCS equipment is not recommended.

FUNDING IMPACT

Currently allocated operating monies include adequate funding to support the proposed contract from present day through FY17-18. Operating monies to fund annual extended warranty/maintenance costs in FY18-19 and beyond will be requested as part of the regular budget process. There is no fiscal impact on SFMTA's Adopted Budget for FY2015-2016.

ENVIRONMENTAL REVIEW

On February 11, 2016, the SFMTA, under authority delegated by the Planning Department, determined that the awarding of the contract to Skidata for replacement of PARCS equipment at 22 parking facilities is not a "project" for purposes of environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15060(c).

Funding allocated under this contract includes money for initial design and future staff notice to proceed actions would be required to approve any detailed design, environmental review and construction. The SFMTA will not proceed with any project until there has been complete compliance with the California Environmental Quality Act ("CEQA") and the City's Environmental Quality Regulations (San Francisco Administrative Code Section 31). If any of the projects are found to cause significant adverse impacts, the SFMTA retains absolute discretion to: (1) modify the project to mitigate significant adverse environmental impacts, (2) select feasible alternatives which avoid significant adverse impacts of the project, (3) require the implementation of specific measures to mitigate the significant adverse environmental impacts of the project, as identified upon environments evaluation in compliance with CEQA and the Chapter 31, (4) reject the project as proposed if the economic and social benefits of the project do not outweigh otherwise unavoidable significant adverse impacts of the project, or (5) approve

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the project upon a finding that the economic and social benefits of the project outweigh otherwise unavoidable significant adverse impacts.

A copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors and is incorporated herein by reference.

OTHER APPROVALS RECEIVED OR STILL REQUIRED

Following approval by the SFMTA Board of Directors, the Skidata contract will require approval by the San Francisco Board of Supervisors, because it has a value over \$10 Million and a duration of over ten years. No other approvals are required.

The City Attorney's Office has reviewed this calendar item.

RECOMMENDATION

Staff recommends that the SFMTA Board of Directors authorize the Director of Transportation to execute a contract with Skidata, Inc. for the equipment, software and professional services required to install and maintain a new access and revenue-control system at 22 parking facilities, for a total not to exceed \$19,319,270, and a term not to exceed beyond June 30, 2029.

SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

RESOLUTION No. _____

WHEREAS, The mission of the Parking section is to provide clean, safe and convenient parking to the visitors, employees and businesses in the downtown core, as well as to the commercial and residential districts; and

WHEREAS, Through effective management of over 15,000 spaces at 39 parking facilities, the Parking section supports economic vitality in the City's downtown and neighborhood commercial districts; and

WHEREAS, The existing Parking Access and Revenue Control System (PARCS) in 22 parking facilities managed by SFMTA is past its useful life and must be replaced to maximize revenue security, assure PCI-DSS compliance and improve customer service at these parking assets that generated about \$94 million in gross revenue for the City in Fiscal Year 2014-15; and

WHEREAS, On January 12, 2015, SFMTA issued Request for Proposals (RFP) #SFMTA 2015-36, for Parking Access and Revenue Control Systems; and

WHEREAS, The SFMTA received four responsive proposals by the deadline of April 6, 2015. An evaluation panel reviewed all responsive proposals, and, based on scoring of the written proposals, two of the four proposers were invited to oral interviews conducted on June 9, 2015; and

WHEREAS, An evaluation panel comprised of staff from the SFMTA, SFRPD and the City of Oakland reviewed the proposals, interviewed selected proposers and ranked the proposals; and

WHEREAS, Skidata, Inc. (Skidata) ranked first in the scoring; and

WHEREAS, The SFMTA's Equal Opportunity Office has confirmed the scoring for this contract; and

WHEREAS, SFMTA staff has successfully completed contract negotiations with Skidata; and

WHEREAS, On February 11, 2016, the SFMTA, under authority delegated by the Planning Department, determined that the awarding of the contract to Skidata for replacement of PARCS equipment at 22 parking facilities does not constitute a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15060(c); and,

WHEREAS, a copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors, and is incorporated herein by reference; and

WHEREAS, The SFMTA will not proceed with any project until there has been complete compliance with the California Environmental Quality Act (“CEQA”) and the City’s Environmental Quality Regulations (San Francisco Administrative Code Section 31). If any of the projects are found to cause significant adverse impacts, the SFMTA retains absolute discretion to: (1) modify the project to mitigate significant adverse environmental impacts, (2) select feasible alternatives which avoid significant adverse impacts of the project, (3) require the implementation of specific measures to mitigate the significant adverse environmental impacts of the project, as identified upon environments evaluation in compliance with CEQA and the City’s Environmental Quality Regulations, (4) reject the project as proposed if the economic and social benefits of the project do not outweigh otherwise unavoidable significant adverse impacts of the project, or (5) approve the project upon a finding that the economic and social benefits of the project outweigh otherwise unavoidable significant adverse impacts; now therefore, be it

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors authorizes the Director of Transportation to execute a contract with Skidata, Inc. for the equipment, software and professional services required to install and maintain a new access and revenue-control system at 22 parking facilities, for a total not to exceed \$19,319,270, and a term not to exceed beyond June 30, 2029.

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

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency