

1 [Authorizing Use of Previously Approved Funds for Non-Optional Services in Parking Citation
2 Processing Agreement - PRWT Services, Inc. - \$6,827,729]

3 **Resolution authorizing the Municipal Transportation Agency to use funds, totaling**
4 **approximately \$6,827,729 previously designated by the Board of Supervisors for**
5 **optional services under the two-year parking citation processing contract extension**
6 **with PRWT Services, Inc., to be used instead for non-optional, required services.**

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8 WHEREAS, The Board of Supervisors' adopted Resolution No. 438-08 approving a
9 five-year agreement for parking citation and processing with PRWT, Inc., for a not-to-exceed
10 (NTE) amount of \$53,475,441 with the option to extend the agreement for up to five additional
11 years; and

12 WHEREAS, As a condition for approval of the contract, the Board of Supervisors
13 placed a not-to-exceed amount for non-optional required services of \$45,815,441 and a not-
14 to-exceed amount for optional services of \$7,660,000; and

15 WHEREAS, The existing contract was negotiated under the assumption that, on
16 average, 1.8 million parking citations would be issued annually, and the costs were spread
17 over this number of citations; however, due to the SFMTA's efforts to reduce the number of
18 citations issued, citation amounts for the last five years have fallen to an average of 1.6 million
19 annually, resulting in lower costs for processing fees; and

20 WHEREAS, In addition, allocated funds remain for optional services because the
21 SFMTA has elected to defer the implementation of further optional services due to
22 technological advancements that impact cost, and resource limitations; and

23 WHEREAS, The SFMTA has elected to extend the contract for two additional years in
24 order to provide adequate time to develop a thorough scope of services for a new Request for
25 Proposals (RFP); allow the SFMTA to consider alternative business models to address the

1 agency’s changing service and technology needs, including possibly separating services (e.g.
2 Citation Processing, Special Collections and Residential Permit Parking) to allow for more
3 competition; provide appropriate time for a potentially complicated transition period to work
4 through business flows and business process changes with a potential new contractor or
5 contractors; preserve the favorable amount of the existing “per citation” fee, as the cost was
6 agreed to by the contractor in anticipation of a higher volume of citations to be processed; and
7 reevaluate optional services in light of emerging technology and public need and add addition
8 services as appropriate to the upcoming RFP’s scope of services; and

9 WHEREAS, The remaining allocated funds for optional services of approximately
10 \$6,827,729 when combined with the remaining allocated funds for non-optional services in the
11 amount of approximately \$10,367,685 should be sufficient to cover all contract costs for the
12 two-year extension; now, therefore, be it

13 RESOLVED, That the Board of Supervisors authorizes the SFMTA to use funds
14 previously designated for optional services, totaling approximately \$6,827,729 for non-optional
15 required services for the two-year parking citation processing contract extension with PRWT
16 Services, Inc.