



CITY OF VANCOUVER

A9

ADMINISTRATIVE REPORT

Report Date: August 28, 2006
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VanRIMS No.: 03-1200-01
Meeting Date: September 12, 2006

TO: City Council

FROM: General Manager of Engineering Services

SUBJECT: Replacement of Hand-held Parking Enforcement Equipment

RECOMMENDATION

- A. THAT, subject to the conditions set out in Recommendations B, C, and D, Council authorize the General Manager of Engineering Services and the Manager of Materials Management to award to the low bid meeting specifications and providing best value from Allegro Mobile Solutions for the replacement of hand-held parking enforcement equipment at a cost of \$369,433, and associated software and communications upgrades at an estimated cost of \$242,000 for a total cost of \$611,433. Funding of \$370,000 is to be provided from the Parking Meter Equipment Replacement Reserve, \$197,433 from a one time surplus of parking enforcement revenues in 2006, and \$44,000 from an equipment buy-back from the equipment supplier.
- B. THAT the Director of Legal Services be authorized to execute and deliver on behalf of the City all legal documents required to implement Recommendation A.
- C. THAT all such legal documents be on terms and conditions satisfactory to the General Manager of Engineering Services, Manager of Materials Management and the Director of Legal Services.
- D. THAT no legal rights or obligations will be created by Council's adoption of Recommendation A, B and C above unless and until such legal documents are executed and delivered by the Director of Legal Services.

- E. THAT Council approve an annual \$20,000 increase in funding for hardware and software maintenance, and an annual \$30,000 increase in the payment to the hand-held replacement fund account. This would be provided from ongoing surplus parking enforcement revenues and added to the 2007 operating budget subject to budget review.

CITY MANAGER'S COMMENTS

The City Manager recommends approval of A, B, C, D, and E.

COUNCIL POLICY

Council policy is to secure contracts for the purchase of equipment, supplies and services that will give the best value, based on quality, service and price. Contracts with a value over \$300,000 are referred to Council.

PURPOSE

This report recommends the purchase of replacement equipment for the City's hand-held parking enforcement program.

BACKGROUND

In 2000 City Council approved the purchase of hand-held parking enforcement equipment to improve the effectiveness and efficiency of the City's parking enforcement program. This equipment is now at the end of its life and needs to be replaced.

DISCUSSION

The use of hand-held equipment with real time communications has greatly improved the City's parking enforcement operations. It has improved compliance with parking regulations, increased revenues, reduced processing errors and reduced costs. The benefits of the hand-held equipment have exceeded expectations.

The equipment has now reached the end of its useful life. This is a year earlier than expected. Wear and tear on the equipment has been high because of frequent use and the communications protocol imbedded in the units (CDPD) is to be discontinued at the end of this year. The existing units cannot be upgraded and new equipment needs to be purchased before a new communications protocol can be used.

Staff field tested three different hand-held units to determine a suitable replacement. This testing has shown that the Symbol MC70 hand-held unit and Zebra RW420 printer are best suited for our use. This is due to their ruggedness combined with lighter weight, available features and lower cost.

Invitation To Tender 06023, subject to Council funding approval, was issued July 25, 2006 to provide the City with 100 hand-held units and 100 printers, and associated accessories. The City initially purchased 80 units in 2000. To adequately provide for the current staff needs it is recommended that 100 units be purchased. This will allow units to be individually assigned,

and allow users to customize features to improve individual productivity and reduce wear and tear.

Tenders closed August 16th and ten (10) bids were received and 3 bids were considered based on low bids and meeting all specifications and tender requirements. Purchasing recommends awarding the tender to Allegro Mobile Solutions, based on low bid, in the amount of \$369,433.

FINANCIAL IMPLICATIONS

The introduction of hand-held equipment has benefited parking enforcement, creating significant operational savings, and increasing meter compliance and ticket payments. The business case expected a net return of \$235,000 per year, after funding the initial purchase as well as a replacement fund. Since the implementation both meter and parking enforcement revenues have exceeded expectations, with much greater financial benefits to the City. Payment of parking violations initially increased by 5%, which was double the expectation, and they continue to improve. This year enforcement revenues will again be above the budget estimate. This is mostly due to the introduction of the Tempest financial system, supported by the handheld equipment, which now notifies the public and encourages payment of all outstanding violations. Parking meter payments also increased by \$1.3M over budget expectations in the year after introducing the hand-held units, but not all of this can be attributed to the use of the hand-held units.

The cost of replacing the hand-held equipment is \$369,443 based on the low bid, plus \$242,000 in necessary software modifications and security upgrades, for a total of \$611,433. Funding for \$370,000 would be provided from the hand-held/parking meter replacement fund, \$197,433 from a one time surplus of parking enforcement revenues, and \$44,000 from a buy-back of the existing equipment by Symbol.

There is also a need to provide \$20,000 in additional annual funding for hardware and software maintenance, and to increase the hand-held replacement fund account by \$30,000 to \$96,300 to reflect the increase in the number of units and a 5 year replacement schedule. This would be provided from surplus parking enforcement revenues

PERSONNEL IMPLICATIONS

The purchase of this equipment does not have personnel implications other than increased reliability and communications ability for parking enforcement staff.

CONCLUSION

The City's hand-held parking enforcement equipment has reached the end of its life and must be replaced. Various equipment was field tested and the City issued an Invitation To Tender, subject to Council funding approval, for 100 Symbol MC 70 hand-held computers and 100 Zebra RW420 printers. 10 bids and an alternate were received and it is recommended that the City award the tender to the low bid, Allegro Mobility Solutions, at a cost of \$369,433. In addition \$242,000 is required for associated software and communication upgrades. \$370,000 is available from the replacement fund, \$197,433 from surplus parking enforcement revenues, and \$44,000 from a buy-back of equipment.

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