



## Cover Memorandum/Staff Report

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**File #:** 19-1046

**Agenda Date:** 12/3/2019

**Item #:** 6.B.

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**TO:** Mayor and Commissioners  
**FROM:** Missie Barletto, Assistant Public Works Director  
**THROUGH:** Suzanne Fisher, Assistant City Manager  
**THROUGH:** Neal de Jesus, Interim City Manager  
**DATE:** December 3, 2019

APPROVAL OF AMENDMENT 1 FOR RETROACTIVE APPROVAL WITH LANIER PARKING SOLUTIONS FOR COMPREHENSIVE PARKING MANAGEMENT SERVICES IN THE AMOUNT OF \$240,000 AND APPROVAL TO INCREASE THE CONTRACT VALUE - \$3,104,616

**Recommended Action:**

Motion to approve Amendment 1, for retroactive approval with Lanier Parking Solutions, in the amount of \$240,000, for a total annual amount of \$896,000, and authorize the City Manager to approve renewal options, in the amounts listed below, contingent upon appropriation of funds.

**Background:**

On August 19, 2016, a Request for Proposals No. 2016-107 was advertised for Comprehensive Parking Management Services. On December 6, 2016 City of Delray Beach Commission (City) approved the ranking and authorized staff to negotiate an Agreement with Lanier Parking Meter Services, LLC D/B/A Lanier Parking Solutions (Lanier). On May 16, 2017 City Commission approved the contract award to Lanier for comprehensive parking management solutions in the annual amount of \$656,308.

The City elected to utilize a Management Services Fee plus Expenses model for the Agreement. Under this option, Lanier agreed to be paid a flat fee for management services plus direct operating expenses to be reimbursed by the City upon receipt of a detailed statement of expenses. The agreement also included a provision for the purchase of capital equipment throughout the contract term and lastly small incentive performance bonus subject to Lanier meeting key performance indicators set forth by the City. The Commission-authorized agreement provided for optional services outside those of the normal operations which the City has exercised over the past year resulting in an increased annual expense of approximately \$240,000.

The continuation of the use of optional services to meet the demand of parking management requires additional spending authorization with this vendor. Staff is requesting a not-to-exceed amount of \$240,000 for annual expenses in excess of the approved spending amount that were utilized to provide enhanced services including more frequent pressure cleaning, painting, golf cart services to accommodate disabled persons during elevator repairs, and parking utilization counts.

Should the City exercise the renewal options provided in the contract, the cumulative contract value is provided below.

Amended Estimated Contract Value		
Agreement Term:	May 17, 2017 September 30,	\$3,104,616
Renewal Term 1:	Oct 1, 2020 September 30, 2	\$896,000
Renewal Term 2:	Oct 1, 2021 September 30, 2	\$896,000
		\$4,896,000

This motion is in accordance with Code of Ordinances Section 36.02 Commission Approval Required.

**Attachments:**

1. Lanier Agreement
2. Amendment 1
3. Legal Review Checklist

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

Funding is available from account number 001-45-150-545.34-90 (Other Contractual Services in the Parking Operations Fund.)

**Timing of Request:**

Approval of this agreement allows the City to continue to provide comprehensive parking management solutions in a timely manner.